

Highland Community Justice Partnership

Minutes of Meeting held 22 June 2017

Present: Philip Macrae Police Scotland (Chair), Mhairi Wylie HTSI, Margaret McShane HTSI, James Maybee Highland Council, Linda Dorward SPS, Stephen Coyle SPS, Fraser Nixon SFRS, Roddy Bailey SDS, Joanna MacDonald NHS, Gary Aitken COPFS, Malcolm MacBean VSS

1. Apologies:

David Goldie Highland Council, Frances MacPherson SCTS, Libby Bligh Libertie Project, Alistair MacDonald Apex Highland, David Alston NHS, Councillor Tom Heggie

2. Declaration of interest:

No

3. Minutes of Previous Meetings:

Notes of the previous Community Justice Partnership Meeting in February and the Community Justice Officers Group Meeting in April were circulated for noting. Both were agreed as correct.

4. Community Justice Update & Terms of Reference:

The Chair invited the meeting to review the Terms of Reference for the Community Justice Partnership.

Roddy queried whether this version was up to date and Margaret confirmed this document related to the new structure of the Partnership. The Terms of Reference were formally adopted by the meeting.

Mhairi queried whether the Alcohol & Drug Partnership had been invited to the meeting as per the Terms of Reference

Action – James Dunbar, Chair of the ADP to be contacted in relation to a member of the ADP being invited on to the Community Justice Partnership – Margaret

Mhairi also informed the meeting that Libby Bligh from Libertie Project may not be able to continue in her role as Third Sector representative due to other commitments.

Margaret spoke to the Community Justice Update paper, which had been circulated containing some background and information in relation to the

Community Justice Plan. No formal feedback from Community Justice Scotland had been received in terms of the plan but CJS have intimated this is expected over the next 9 months. It was outlined that the plan was for a period of 1 year and will feed into the LOIP. It sets out targets that are achievable whilst outlining aspirations for the future.

It was acknowledged that the structure of the Partnership has changed.

Taking the plan forward will entail setting baselines in order that performance over the coming years can be measured. The progress of the plan will be monitored throughout the year and certainly within the Community Justice Partnership Meetings. Over the coming months work will be carried out with those who have committed offences and those who have been affected by crime in order that this information can be taken forward into the 3-year plan.

It is anticipated that a Plan Development Day will be held in November 2017.

Action – Set a date for the Plan Development Day - Margaret

Information around the launch of Community Justice Scotland was given and they have intimated that they would like to attend a Partnership Meeting over the coming year. They have also requested that we focus on at least 3 priorities setting baselines in order that progress can be measured. Margaret updated that the Highland Plan covers this.

A Community Justice Coordinators Event was held in Edinburgh on 5 June, however Margaret updated she was unable to attend. Information from that event has been covered in the general update already provided.

5. COPFS Engagement:

Margaret spoke in relation to the meeting which COPFS had held inviting all the Community justice coordinators for the north area. COPFS position is that they will be taking a strategic approach and will look to find areas of common interest, which can possibly be progressed in the north. The meetings will be held quarterly and they cannot guarantee attendance at the local CJP Meetings. A single point of contact will be provided for each local area. The consensus of the Community Justice Partnership meeting was that this approach was not suitable. Linda pointed out that there is a statutory duty to attend the CJP and there shouldn't be any exception otherwise, a 'snowball' effect might ensue. The Chair proposed that a letter be sent to Andrew Shanks at COPFS expressing disappointment.

6. Launch Event/ CPP Events/Engagement:

Margaret spoke to the paper, which had been circulated to the meeting in relation to the Launch of the Community Justice Plan Event, which had taken place in May and had been well attended. The community justice film had been shown and there was good discussion generated around how the third sector can engage with community justice.

A press release had been circulated and this resulted in Bill Alexander, Director of Care & Learning with The Highland Council being interviewed by BBC Radio Scotland.

Margaret provided an update around the CPP Events, which had taken place across Highland and intended to hear the views of the community and third sector around the themes of transport; mental health & wellbeing; poverty; engagement & empowerment and safer, resilient communities. Community justice is seen as part of the safer, resilient communities theme, however it seemed to cut across most of the other themes. When asked what support people need to prevent re-offending, the common themes that emerged were –

Preparation for people coming out of prison & multi agency work to support them,

Volunteering opportunities,

Rehabilitative volunteering and community work,

Mentoring,

Early intervention,

Restorative justice,

Person centred approach with individual needs met,

Less custodial sentences where possible and appropriate,

Peer support & networks,

Employability and recruitment of those with an offending history,

Education & literacy issues,

Tackling alcohol & drug dependency,

Availability of services e.g. addiction/mental health,

Diversionary activities for all ages.

The themes will be considered when compiling the 3-year plan.

Joanna MacDonald NHH and Gary Aitken COPFS joined the meeting.

The Chair provided an overview of the discussions so far and Gary updated the meeting that he would endeavour to manage along to the Community

Justice Partnership Meetings where possible and where he couldn't manage then he would send an update.

The Chair updated this was a better response from COPFS than what had gone previously. In relation to the Action previously this would not be needed or a letter to the effect that the partnership had been in touch with the local PF and that he is happy to engage.

Action – Letter to be sent to Andrew Shanks stating that we will not necessarily be able to attend the COPFS meeting and the local PF is willing to engage with the Community Justice Partnership – Margaret on behalf of The Chair

The update on the Paper in Agenda item 6 was resumed.

Margaret updated the meeting that an engagement workshop has been set up for 6 July within HMP Inverness. A meeting with NHS Health Improvement Team who are working within HMP Inverness has also been beneficial as there will be cross-cutting issues with community justice. Liaison will continue through the Health Improvement Strategy Meeting.

Engagement with the Employer & Partnership Manager of DWP has also been beneficial. There are a number of good news stories in relation to their work within the prison, which may be useful to tap into.

Fraser queried whether there was a link between community justice and the Community Partnerships. Margaret updated that there are plans to set up a meeting with the Community Partnership Chairs. The Chair suggested an invitation to the Community Justice Plan Development Day be extended to the Community Partnership Chairs.

Action – Consider extending invitation to Plan Development Day to Community Partnership Chairs - Margaret

7. Community Justice Plan:

Margaret led through the Highland Community Justice Partnership Action Table

Action 1 – Organisational awareness survey drafted – **completed**

Action 2 – Organisational awareness survey distributed - although not all partners took part - **Amber**

Action – re circulate to Police, Housing, SCTS to be completed in July - Margaret

[Action 3](#) – Third Sector Forum survey drafted – **completed**

[Action 4](#) – Third Sector Forum survey distributed – **completed** but still to be analysed

[Action 5](#) – Partnership self-evaluation survey drafted & circulated – **completed**

[Action 6](#) - Partnership self-evaluation survey completed – completed well and good response from the partnership group – **completed**

[Action 7](#) – Baseline figure for number of custodial sentences.... – James has sent figures in relation to CJSW - **Amber**

Action - COPFS will speak to SCTS to try to obtain figures - Gary

Action - SPS will also try to obtain figures from the Justice Analytical Service at SG - Stephen

[Action 8](#) - Baseline figure for no. of Bail Supervision Orders.... - James has provided figures - **completed**

It appears that no Bail Supervision Orders have been issued in the past year and a discussion took place around this. Margaret queried whether this was something that could be discussed if a meeting with the Sheriffs took place as previously discussed.

[Action 9](#) – Baseline figure for 2016/17 figures for number of ASB instances... Margaret updated that Insp Judy Hill had provided some information around this but some information is still to be provided - **Red**

Action – The Chair to clarify what information will be covered by anti-social behaviour - Philip

[Action 10](#) – Summary of activity types used as part of a CPO.... – James has provided information around this - **completed**

[Action 11](#) – Baseline figure from 2016/17 for the number of people with offending history who are recorded to abuse alcohol – Joanna updated that these figures would be difficult to achieve - **Red**

Much discussion took place in relation to where the figures could be obtained.

Action – SPS, CJSW & NHS (ABIs) to check what figures they hold that would be useful & The Chair will also check with the police analysts – Stephen, James, Joanna & Philip

Action 12 – Not due until October 2017 - **Red**

Action 13 – Baseline figures for period to treatment after referral.... – still no update, Joanna to follow up by next meeting - **Red**

Action 14 – Deliver in partnership with other agencies and CPP activity... - all carried out and update provided earlier in meeting - **completed**

Action 15 – Launch Event – carried out and update provided earlier in meeting - **completed**

Action 16 – Establish third/public sector forum – on track to be delivered, Margaret/Mhairi – **Amber**

Action 17 – Complete a participatory Budgeting pilot... – on track for delivery, Margaret/Mhairi by end October 2017 - **Amber**

Action 18 – Bi-monthly press releases...- on track to be delivered in July around the PB Project, Margaret by 1 Aug 2017 – **Amber**

Action 19 – Provision of good news case studies.... – All Partners throughout year – **Red**

Action – All partners to contribute to the provision of good news stories

Action 20 – Develop a youth engagement strategy.... – All partners to look at what they already do in relation to youth justice - **Red**

Action – Set up a meeting with Centre for Youth & Criminal Justice to see what assistance, if any they can provide - Margaret

Action 21 - Set up and manage Twitter account – in hand and will be completed soon - Margaret - **Red**

Action 22 – Promote & utilise partnership facebook – being progressed, Margaret throughout year - **Amber**

Action 23 – Support provision of good news stories... - being progressed, All Partners throughout year - **Amber**

[Action 24](#) – Webinars to promote PB.... – being progressed, Mhairi - Amber

[Action 25](#) – In prison workshop/focus group – will be carried out on 6 July 2017, Margaret - Amber

[Action 26](#) – In community workshop/focus group ... - awaiting action, Margaret – Red

[Action 27](#) – Lived experience seminar arranged – awaiting action, Margaret – Red

[Action 28](#) – Submission of case studies.....- All partners by January 2018 - Red

[Action](#) – Circulate request for sub group nominees in relation to Lived Experience Seminar - Margaret

[Action 29](#) – Quality Principle Audit or rapid access to treatment.....- Awaiting action, Joanna by 31 March 2018 – Red

[Action 30](#) – Case Audit report for increased engagement... - Awaiting action, James by 31 March 2018 – Red

[Action 31](#) - Organisational awareness survey.....- Awaiting action, Margaret by 31 March 2017 - Red

[Actions 32 – 42](#) to be marked as Red

The Chair asked if anyone would have difficulty in completing his or her actions.

James intimated that Action 30 would be difficult to pin down and what that actually means.

[Action](#) – Timeline to be compiled in relation to development of 3-year plan – Margaret

PB Report (Small Change for Justice):

Margaret updated the group in relation to the paper that had been circulated around the Small Change for Justice Project. £25,000 could be spent through funding six small projects. A meeting is due to be held on 28 June 2017 to plan further details of the process and Bidding Event. Discussion took place around advertising the project through twitter etc.

8. Centre for Youth & Criminal Justice:

Margaret updated the meeting about the letter that had been received from the Centre for Youth & Criminal Justice offering assistance.

Action – Invitation to be extended to Centre for Youth & Criminal Justice to attend the next Partnership Meeting - Margaret

9. Good News Stories:

The Chair invited James to inform the meeting in relation to a good news story. James provided an overview of the Persistent Offender Project. Funding from SG was used for the project, which targets those persistent offenders who have alcohol or drug dependency. Engagement with the project is voluntary with staff from SW, Prisons Service, Police & Health engaging and motivating clients into services. The evaluation has shown that there is a cost saving to communities and public agencies. Initial feedback has been very positive and where engagement is evident there is a reduction in reoffending. The project has reflected good partnership working which hopefully can be brought to other aspects of the system and to community justice. Linda highlighted that the project has also had a positive effect on those people who are associates of those clients working with the project. Discussion took place that this could be highlighted to the media.

Action – Media/press release in relation to the Persistent Offender Project – James

10. AOCB:

Margaret raised the possibility of considering mapping of meetings for agencies that are linked to community justice. It was highlighted that there are still meetings coming to light, which the Partnership Manager has not been aware of and which might be useful for community justice to tap into.

Action – All partners to identify which partnerships and meetings are attended by their agency, which have a bearing on community justice and report back to Margaret

12. Date of next meeting 27 September 2017

The Chair will look at the possibility of an alternative venue. The meeting scheduled for November is unlikely to take place and alternative dates for December will be considered.