

## **Highland Community Justice Partnership**

Minutes of Meeting held 7 March 2018

Present: Stephen Coyle (Vice-Chair), James Maybee Highland Council, Roddy Bailey SDS, David Alston NHSH, Malcolm MacBean VSS, Alistair McDonald APEX Highland, Libby Bligh Libertie Project, David McDiarmid SFRS, Faye Armistead DWP, Judy Hill Police Scotland

In Attendance: Mhairi Wylie HTSI, Margaret McShane HTSI

1. Apologies:

Joanna MacDonald NHSH, Tom Heggie Councillor, Frances MacPherson SCTS, Ruth Thomson SCTS, Derek Wilson SFRS, Alan McGillivray DWP

Margaret updated the meeting that Alison Mackenzie will be the replacement for Gary Aitken from COPFS and is due to take up post in April.

2. Declaration of interest:

Nothing made known

3. Chair: Stephen updated the meeting that Philip MacRae had agreed to continue as Chair for the following year and that SFRS had been approached to consider taking on the role of Vice-Chair.

AGREED that Philip should remain as Chair.

4. Minutes of Previous Meetings:

Notes of the previous Community Justice Partnership Meeting in December were circulated for noting. They were agreed as correct.

Community Justice Plan:

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

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

Action - reports on the survey responses to be circulated to the Partnership  
– Margaret – To be done

Action 3 – Third Sector Forum survey drafted – **completed**

Action 4 – Third Sector Forum survey distributed – **completed**

[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. Margaret updated that figures have been obtained through the Justice Analytical Services  
- completed

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

[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

Philip updated this is still ongoing and the analyst is looking at set data for use going forward which would give consistency regarding geography and types of behaviour. The initial information request had been too loose. There are changes to the Command & Control system taking place but there should be some information available for the next meeting.

Still outstanding.

[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

Action – Margaret will contact Joanna and check with Justice Analytical Services

Margaret reported JAS can provide information for the local authority area where alcohol was a factor in offending and that this may be the best figure we can achieve for this action.

AGREED that we should use this figure available from JAS for this action.

[Action 12](#) – Not due until October 2018 - Red

[Action 13](#) – Baseline figures for period to treatment after referral.... – still no update, Joanna to follow up by next meeting – Red

Similar issues ongoing with this as Actions 9 & 11

Action – Margaret will follow up with Joanna

Action – Nothing forthcoming, Margaret to try again

[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 - completed

[Action 17](#) – Complete a participatory Budgeting pilot... – on track for delivery, Margaret/Mhairi by end October 2017 – completed

[Action 18](#) – Bi-monthly press releases...- on track to be delivered in July around the PB Project, Margaret by 1 Aug 2017 – completed

[Action 19](#) – Provision of good news case studies.... – All Partners throughout year – completed

[Action 20](#) – Develop a youth engagement strategy.... – All partners to look at what they already do in relation to youth justice - Red

Action – Request that CPP Communication & Engagement Group develop a Youth Strategy, investigate what can be done – Mhairi & Philip

Above will be discussed further within this meeting.

[Action 21](#) - Set up and manage Twitter account – in hand and will be completed soon - Margaret - completed

[Action 22](#) – Promote & utilise partnership Facebook – being progressed, Margaret throughout year – completed

[Action 23](#) – Support provision of good news stories... - being progressed, All Partners throughout year – **completed**

Action - Leah to attend next CJP in June.

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

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

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

[Action 27](#) – Lived experience seminar arranged – ongoing, early new year, Margaret – **Red**

This item is progressing but will not be carried out within the 2017/18 year.

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

Partners e-mailed, nothing forthcoming, could partners forward information to Margaret

[Action 29](#) – Quality Principle Audit or rapid access to treatment.....- Awaiting action, Joanna by 31 March 2018 – **Red**  
Not done

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

AGREED that the information around this item is not readily available, therefore it will not be progressed

[Action 31](#) - Organisational awareness survey.....- Awaiting action, Margaret By 31 March 2018 – **Red**  
Not done

[Actions 32 – 42](#) to be marked as **Red**  
By Mar/Apr/May 2018

Action – Media/press release in relation to the Persistent Offender Project – James Maybee – James updated this will be done in Mar/Apr – Update this will be done in April.

Action – Youth Strategy Sub Group in Nov, Dec with invitation to Bill Alexander & HADP (HADP, Fire, Police, CJSW, FHC4, 3<sup>rd</sup> Sector, YAT, NHS/Public Health) – Mhairi, not actioned, already being looked (see Action around CPP engagement)

Action – Margaret to repeat engagement with those who have offended within another prison including those who are on longer term sentences – Ongoing

Action – Stephen to provide information on who to contact

Action – Margaret to explore VC option for next meeting – DONE.

5. Community Justice Update:

Margaret provided an update including the further funding from the Small Change for Justice Event. It was mentioned that points of contact still need to be found for some of the projects. Margaret volunteered to be a point of contact for Dingwall Men's Shed, Alistair volunteered for New Start, and Libby volunteered for Youth Highland. Points of contact need to be found for Signpost and Highlife Highland.

Action – partnership to let Margaret know if they can be a point of contact

Action – Reports on how the projects are progressing to be brought to the September CJP Meeting – James Maybee, Philip, Roddy, Derek, Stephen, Joanna, Margaret, Alistair, Libby

The Launch Event will take place on Thursday 26 April 2018 at Police HQ, Inverness from 1030hrs – 1330hrs

Action - Everyone to let Margaret know if they will attend the Launch Event

6. Review of CJ Plan:

This had already been covered in Item 4 on the Agenda.

7. Review of CJ Plan 2017-18:

The Community Justice Plan for 2018-21 was presented at the meeting to those present for approval and comment. In particular, Margaret requested

that the outcome indicators included within the plan could be achieved. It was also acknowledged that the plan is a 'working document' which will have actions etc. added to it as time moves forward and work progresses.

Alistair informed the meeting that he thought the Small Change event should be repeated and that the partnership should look at this.

Action – Judy to look at the outcome indicators for Outcome 2 of the plan.

Action – James Maybee indicated that he would follow up with Housing their thoughts around the Housing First model

Action - Libby Bligh offered to bring a Business Plan for employment to the partnership table

8. Finances & Budgeting:

Mhairi spoke to a paper outlining the finances available from 2018 – 2020 and the proposed use of the funds for various events which are outlined within the CJ Plan.

AGREED that the proposals outlined are a suitable use of the funds

Stephen indicated that he may be able to provide some funding for training resources.

Action - James will check with accountant

9. Community Justice Learning Exchange:

Mhairi presented a paper in relation to a learning exchange that the partnership could undertake in relation to employment and employability. It was proposed to visit 3 social enterprises (1 in Northern Ireland and 2 in London) that deal with employing those who have been imprisoned on their release. This is likely to take place in June 2018.

AGREED that the learning exchange should go ahead

Action – those involved to reply to Mhairi/Margaret by 16 March with their commitment

10. Community Justice Award:

Mhairi presented a paper in relation to the Community Justice Partnership Award, which outlined the criteria and the timeline that will be incorporated into the HTSI Awards in August 2018.

11. Funding request for Help HUB HMP & YOI Grampian:

Margaret introduced the request that had been received from the CPP in Grampian requesting funding for the Help HUB. Concerns around this were raised from most of the partnership particularly around the small number of people from Highland who are actually accessing this facility.

AGREED that the Partnership do not think it appropriate to provide any funding

Action – CJP to respond

12. Good News Stories:

Margaret updated the meeting that the main good news story for this meeting was the further funding that had been received for the unsuccessful bids at the Small Change for Justice Event, which had now enabled the Partnership to fund all 15 projects that made bids on the day.

Margaret requested that if anyone was willing to make a comment on behalf of the Partnership for a press release in relation to this, then to contact her.

13. AOCB:

Libby asked for volunteers to help at Belladrum, to dress as fairies, suggestions as to likely candidates – Philip MacRae, Police Scotland and Fraser Nixon, SFRS.

Judy updated the meeting that HTSI had won the Policing Partner of the Year at the Scottish Policing Excellence Awards 2017 at a ceremony at the Scottish Police College in January and that the work commitment to community justice had been a factor in the nomination.

Margaret updated that she had recently received information that the Partnership would be expected to provide an annual report in relation to community justice for September 2018.

After discussion, it was agreed that a sub group should be set up to progress this.

Action – Margaret to set up sub group for those interested

Margaret also raised membership of the partnership, in particular around attendance of those who should attend and whether there are others we should invite, e.g. Reporter to Children's Panel, Highlife Highland – adult education, Sheriffs.

It was noted that Housing have not been present at the CJP Meeting for a year

Action – James Maybee offered to speak to the council and David Goldie in relation to this

Action – Margaret to e-mail the partnership with details of attendance over the past year

Action – Stephen to make an approach to the Sheriff regarding attendance at the CJP

14. Date of next meetings:

Wednesday 20 June

Wednesday 12 September

Wednesday 12 December