



Highland Community Justice Partnership

Minutes of Meeting held 17 September 2020

Present: Niall MacLennan, SFRS (Chair), Roddy Bailey SDS, Ann Dowd DWP, Libby Bligh Libertie project, Suzy Calder NHSH, Alan Prosser VSS, Carlie Borthwick Third Sector Rep, Mark Holloway SPS, Sharon Holloway HADP,

In Attendance: Margaret McShane HTSI, Mhairi Wylie HTSI, Alan Grant HTSI

1. Apologies:
James Maybee Highland Council, Lewis Hannah Highland Council Housing, Ruth Thomson SCTS, Sally Amor NHSH, Brian McKirdy SPS, Debbie Stewart HADP, Ross McKillop Police Scotland, Debbie Delonnette Highland Council Housing, Margaret Paterson Elected Member
2. Declaration of interest:
None.
3. Minutes of Previous Meeting:
Notes of the previous Community Justice Partnership Meeting in June were circulated for noting.
Agreed as correct.

Actions from Minutes:

Action – Margaret to contact Paul (Disclosure Scotland) re training for employers

Margaret updated Paul has been contacted so this is in hand - **Ongoing**

Action – Chair to circulate key messages to CPP & Coordination Group
Niall updated this is in hand – **To be done**

James mentioned that the Public Protection COG which covers MAPPA/Child Protection/Adult Protection and VAW also has a link to community justice and that he has a seat at that table.

Action – James to raise the CJP at the PP COG to ensure they are fully sighted on what is happening with the Community Justice Partnership. James will raise at next PP COG -

James updated that he did raise this at the PP COG, the Chair has deferred this to a future meeting. Niall queried how we could link into this and James mentioned that it will happen incrementally.

Action – James to have a word off table with the Chair of the PP COG.

No further opportunity to do this due to Covid.

Margaret updated that she had attended the PP COG in August to provide an update - **Complete**

Activity from CJ Plan: Deliver employment training programme...

Action – Roddy & Ann to progress –

An update will be provided at the next meeting in relation to this.

No opportunity to progress due to Covid - **Ongoing**

Activity from CJ Plan: Develop Highland CIP

Action – SPS to provide update at next meeting – carried forward to 2020

Action - Margaret and Niall to get in touch with the new Governor or Mark Holloway

Brian McKirdy, new Governor of HMP Inverness in attendance at the meeting today

Action – Margaret to set up a meeting for Brian, Niall, James and Suzy to meet to discuss – **Complete**

Action – ALL to consider the Outcome Indicators (Baseline 2018/19)

A general discussion took place as to whether some of the indicators need to be adjusted to reflect changes of material.

Action – Margaret to look at setting up a Sub-Group and possibly a workshop to discuss the Outcome Indicators.

Margaret to discuss with Niall – **Complete**

There was also discussion about the procurement framework.

It was suggested that perhaps there is a strategic need to consider this more broadly. Mhairi suggested there is a need to understand the market as a whole.

Action – discussion needs progressed off table perhaps at a future Development Day – still to be progressed – **To be Done (date to be identified)**

Action – Action Plan review of new actions following the Needs Assessment which Lidia Dancu is preparing

Margaret updated that a partial draft of the report had been sent but was not in an accessible format.

Action – Margaret to circulate the Needs Assessment to the CJP once received.

Margaret updated that the report has been somewhat delayed and that the two Link Workers are currently progressing this piece of work – **Complete**

Discussion took place about producing an executive summary for the Small Change for Justice process which would enhance the statutory agencies knowledge around this.

Action – Margaret, Libby and Niall to discuss Jan/Feb –

Action - now to be discussed at a future Development Day – **To be done (date to be identified)**

Action – Niall to meet with James to discuss how the CJP can drive Bail Supervision forward –

James updated that he had spoken to the Sheriffs and the general consensus was that there wouldn't be that many cases that would facilitate bail supervision. There is a possibility of a need to refresh the information for sheriffs. There are practical issues which could perhaps be discussed at a meeting. Discussion that baselines could be used.

Action – James to update and feedback from the event in relation to bail supervision on 27 March

James updated the above meeting didn't take place due to Covid, but it should go ahead at a later date.

Margaret updated that the event is planned for a future date – **To be done**

Action – Margaret to contact Eden Court to see if they can host the Second Chancers exhibition – **To be done**

Action – Others to consider venues and get back to Margaret

James – Council HQ, Glen Urquhart Rd

Roddy – Outside Inverness

Libby – Albyn/Wick

Sally – Could take out

Roddy – Community Partnerships

These Actions have not been progressed as yet. Libby proposed perhaps the prison might be able to host the exhibition.

Action – Libby to look into this option – **To be done**

Update on the VRU project in Caithness & Sutherland

Action – Niall and Sally to take this to the CPP for information

Sally and Niall met to discuss.

Action – Niall to update the CPP – **To be done**

Training and awareness session for employers in 3rd and private sector around employment of those with an offending history

Action – Margaret to follow up with employers who attended the Courage of our Convictions event last November. This may also be an opportunity to involve Disclosure Scotland.

Libby intimated that she has links to 63 construction companies through her work with the employability pathway. They could be considered in this process.

Margaret trying to progress this piece of work with Disclosure Scotland – **Ongoing**

Ross mentioned that he had been asked about the benefits of realisation for the Justice Centre and perhaps this linked into this piece of work.

Action – Niall, James and Margaret to have a discussion around this.

Niall has replied to Police Scotland in relation to this – **Complete**

James mentioned that a benefits tracker was in place at the outset of the meetings around the justice centre to capture good outcomes from partners and that there is perhaps some pressure to demonstrate the outcomes for the centre. He suggested that perhaps the Chair could contact Sheriff Pyle to intimate that the CJP is interested in assisting with if they can.

Action – Niall to contact Sheriff Pyle, Margaret offered to assist

Sally offered assistance in terms of any public health approach – **To be done**

Libby mentioned the research The Libertie Project have carried out with the remand population which she is happy to share if it will assist with the lessons learned.

Action – Libby to send to James – **Complete**

Libby mentioned the report will be complete by the end of the month and she will share with the Partnership.

Debbie Stewart mentioned information from the NHS Inform website which she would like to circulate to the Partnership

Action – Debbie to send to Margaret for circulation

Sharon offered to circulate to the Partnership – **To be done**

Action – Margaret/Mhairi to contact Suzy re naloxone training for Custody Link Workers

Action – Alan Grant to contact HADAS in Church St, Inverness to arrange training for the Link Workers – **Ongoing**

Action – Niall to discuss prospect of Independent Chair with James and Mhairi – **Complete**

4. Community Justice Update:

Margaret spoke to the update that had been circulated, no questions raised in relation to this.

Margaret also highlighted information that had come to light in the past week around discussions amongst Coordinators/CJS -

- Whether current CJ Plans should be extended (due to Covid) or new plans created
- Perhaps it is not the right time to do any Horizon Scanning or Strengths/Needs Assessment
- There is a Review Group being set up to look at the OPI (Outcomes Performance Improvement framework)
- The CJS Corporate Plan 2020/23 will focus on more effective partnership working
- CJS/CJ Chairs need to build a stronger relationship and awareness of community justice with Elected Members

5. Changes to Working & Delivery Practices:

Niall invited updates from those present -

Libby – updated that they are still providing digital contact boxes and early release prisoners can be referred for free digital devices/data. Community offenders are being dealt with by appointment. Libertie have provided between 200 and 300 devices to families and young people including offenders in the community. Families of those who have offended can be provided with creativity packs and work is ongoing with Mikeysline to distribute these.

Suzy – updated they have been providing postal injection equipment during lockdown and post lockdown. There is an additional treatment option Buvidal which starts next week. There is still service provision for those in prison and in the community 12.5hrs/day, 6 days/week. Contact with clients is mainly through mobile phones/texting. A new post is being funded by HADP who will work with the police around county lines/cuckooing.

Mark – updated that virtual visits are up and running and work with Action for Children is ongoing around this. Prisoners have mobile phones for this purpose. Caroline Cooper from Families Outside and Sarah Sproul from Action for Children can assist with visits. The prison is operating under a normal regime and people are still being released on HDC (Home Detention Curfew).

Libby – updated that Libertie can provide assistance with virtual visits if needed and can provide digital support to Families Outside, AFC and SPS.

Mark – acknowledged that any family support/help would be appreciated.

Good News - Libby – updated that she has had a Digital Programme endorsed by Ruby Wax. She has also been interviewed by the BBC and it may be on BBC Scotland/Alba tonight.

Action – Margaret to share the link to the endorsement Libby mentioned.

6. Custody Link Project Update:

Alan spoke to the paper that had been circulated. He updated the meeting that although the project started in January, due to Covid, they restarted taking referrals in June and are currently not working within Burnett Road police station with referrals being offered by phone.

163 people have been offered a referral with 51 accepting and 112 declining. Currently there are 23/24 active cases.

Difficulties have arisen where the person's phone has been seized as evidence. One of the main learning points is the lack of contact between workers and those in custody, however they are hoping to use 'Near me' as a solution to this. This would enable the opportunity to explain what the project is about.

There have been complex cases which have identified gaps and a case study will be highlighted in the December CJP Meeting.

Mhairi – asked if it would be worth sending information around the Custody Link Project to the newer members of the CJP, Niall said he would welcome this.

Action – Mhairi to send information around the Custody Link Project to CJP members

7. Annual Report 2019/20:

Niall updated that the Annual Report required to be signed off at today's meeting prior to submission to Community Justice Scotland.

AGREED - that the report be submitted with any final alterations being notified to Margaret prior to 24 September.

8. Needs Assessment:

Niall updated this item is being deferred to the extra CJP Meeting in November.

Mhairi requested that feedback from the group especially around their specialist areas be sent to Margaret prior to the November meeting.

Discussion took place around the funding being given to the Intern who undertook to produce the needs assessment. Mhairi updated that Margaret had informed the Open University about the issues in relation to this.

Sharon mentioned of the need to be careful around language regarding substance misuse and addiction and that HADP and other organisations are

adopting a people first approach. She offered to send documents that have been produced with this recommendation.

This will be covered in the additional CJP Meeting in November.

9. Chair:

Mhairi spoke to the paper that had been circulated. In particular, the pressures around the statutory services undertaking this role and that there is sufficient funding to cover this based on the £50k allocated each year.

Discussion took place over the recurrent funding and additional opportunities for an Independent Chair.

Suzy mentioned that the CPC and HADP have also gone down this route.

Mhairi outlined it would be likely to recruit in the Autumn, taking up post in the new year to allow for a handover period to shadow the current chair. It is also likely that some members of the CJP would participate in the recruitment process. Mhairi asked if the group were content with the concept and cost.

Niall asked for any issues to be notified to Margaret by Tue 22 Sep.

Members of the group intimated their support for the recruitment of an Independent Chair and James had already notified his approval to Margaret.

AGREED - Niall informed the meeting the decision to recruit would be taken forward.

10. Outcome Indicators:

Margaret gave a verbal update around the meeting that had taken place and informed that details of the discussion and comments would be written up and circulated to those who took part.

Action – Margaret to circulate

11. Community Integration Plan:

Margaret updated that she is still trying to progress this following the meeting with Niall, James and Brian. Suzy to update with information.

Action – Margaret to follow up with Suzy

12. Development of new CJ Plan:

Niall informed the meeting that we should think about extending the current plan or developing a new plan which would be discussed at the meeting in November.

13. Consultation: Age of referral to the Reporter:

Sally wasn't present to provide any update around this.

Action – Margaret to contact Sally in relation to this

14. Finance:

Margaret provided an update on behalf of James –

£45,009 through the ledger at 31/08/20, leaving £4,991 plus £12.5K additional funding = £17,491

Discussion around how the additional funding could be spent will take place at the meeting in November.

15. AOCB:

Mhairi spoke about HTSI having taken over the Handyperson and Café as HTSI have now merged with In This Together and have also decommissioned RVA. There is a 12-month commitment to these services and there is ongoing discussion with the Manager of the services around the justice agenda.

The Café will be seen as a safe space with perhaps a shower and could be used for training and employability services.

Discussions will take place in relation to the Handyperson service with James around training and employment for those on CPOs.

Margaret Mentioned that the community justice surveys will be sent out soon for input from the partnership and cascading within their organisations.

16. Date of Next Meetings:

Niall updated the meeting that there will be an extra meeting in November to discuss the new plan, the needs analysis and asked members of the group to diary this so they can attend and contribute.

Extra Meeting, Wednesday 4 November 20, 1400 – 1600, likely to be on Teams

Thursday 10 December 20, 1400 – 1600, likely to be on Teams

Action Table

No	Action	Who	Due Date	Update
1	Training for employers	Margaret		Sep '20, Paul McCann at Disclosure Scotland to get back re a digital programme
2	Key messages to be circulated to CPP Coordination Group	Niall		Sep'20, to be done
3	Delivery of employment training programme	Roddy & Ann		Sep '20, On hold due to Covid-19
4	Discussion around procurement framework	All		Sep'20, carried forward to development session
5	Executive summary of findings following Small Change for Justice	All		Sep'20, carried forward to development session
6	Discussion re. Bail Supervision following national event	Niall & James		Sep'20, event on hold due to Covid-19
7	Second Chancers Exhibition II, contact Eden Court	Margaret		Sep'20, on hold due to Covid-19
	Venues to be considered	James, Roddy, Libby, Sally		Sep'20, on hold due to Covid-19
8	Update to CPP re. VRU project in Caithness & Sutherland	Niall		Sep'20, to be done
9	Follow up with employers who attended Courage of our Convictions event	Margaret		Sep'20, linked to Action 1, will be followed up
10	Sheriff Pyle to be contacted re. assistance from CJP	Niall		Sep'20, to be done
11	NHS Inform info to be circulated	Debbie Stewart		Sep'20, Sharon will send to Margaret for circulation
12	Alan Grant to arrange Naloxone training for Link Workers	Alan Grant		
13	Digital input from Libertie to be circulated to CJP	Margaret		
14	Custody Link information to be circulated to CJP	Mhairi		

15	Outcome Indicator information to be circulated to sub-group members	Margaret		
16	Meeting to be set up to discuss progression of Community Integration Plan	Margaret		
17	Sally to be contacted regarding submission of response to Consultation: Age of referral to the Reporter	Margaret		