

**Aberdeen Community Justice Group Meeting – St Nicholas Room, Town House**

**28.3.18**

Present:

- (AS) Angela Scott, Chief Executive, ACC (Chair)
- (CD) Claire Duncan, Lead Social Work Officer, AHSCP
- (JD) Joyce Duncan, Chief Executive, ACVO
- (DH) David Henderson, Civic Forum
- (EL) Elaine Logue, Chief Insp, Police Scotland
- (CM) Christopher Macintosh, Assistant Procurator Fiscal, COPFS
- (DM) Derek McGowan, Head of Communities & Housing, ACC
- (BO) Bernadette Oxley, Chief Social Work Officer, Aberdeen City
- (AP) Allister Purdie, Governor, Scottish Prison Service
- (SR) Simon Rayner, ADP
- (DR) Darren Riddell, SFRS
- (VV) Val Vertigans, Community Justice Officer

Apologies:

- Neil Carnegie, Area Communities & Housing Manager, ACC
- Karen Gunn, Head of Mental Health, Learning Disability and Substance Misuse Services, AHSCP
- Fiona Hendry, Sheriff’s Clerk, Scottish Courts & Tribunals Service
- Dr Linda Leighton-Beck, Head of Social Inclusion/Public Health, NHS Grampian
- Sheriff Morag McLaughlin
- Karyn McCluskey, Chief Executive, Community Justice Scotland
- Susan Morrison, Partnership Officer, ACVO
- Ally Prockter, Active Aberdeen Partnership
- Lynn Smith, Area Manager, Skills Development Scotland

In attendance:

- (JD) John Donaghey, Lead Nurse, Mental Health & Learning Disabilities Service, AHSCP
- (JN) Jeff Newman, Scottish Courts & Tribunals Service
- (CL) Chris Littlejohn, Chair, CPA Community Engagement Group
- (MCR) Mairi Clare Rodgers, Head of Communications, Community Justice Scotland
- (LJ) Lindsay Jessiman, Families Outside

Agenda Item	Discussions /Decision	Owner
1. Welcome / Apologies	AS welcomed all to the meeting. Apologies were noted as listed above.	

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2. Minute of Meeting on 24 <sup>th</sup> January 2018	<p>The minute of the last meeting was agreed subject to the following amendments:</p> <ul style="list-style-type: none"> <li>- adding in reference to a proposal to consider the inclusion of a measure relating to reoffending in the Diversion Charter;</li> <li>- adding in reference to a proposal to consider the inclusion of a measure relating to sustainment of tenancies in the Housing Charter.</li> </ul> <p>The following matters arising were considered (other issues were to be picked up as substantive agenda items):</p> <ul style="list-style-type: none"> <li>• Item 2 - Use of video conferencing technology at Police Custody Suite to be taken forward as necessary by Police Scotland and AHSCP;</li> <li>• Item 2 – Kay Diack had been confirmed as Leader of the ‘Unpaid Work Placement Providers in Northfield’ project, with a Charter to be submitted to the next meeting;</li> <li>• Item 2 – A briefing regarding Unpaid Work had been circulated;</li> <li>• Item 3ii) – Regarding tracking resources, AS advised that the CPA Board had requested specific input by the Chairs of the Outcome Improvement Groups in order to understand barriers to progress/resourcing issues, and members were requested to highlight issues in project charters;</li> <li>• Item 3iv) – Regarding highlighting any capacity issues relating to involvement of organisations/services in improvement projects to take forward LOIP priorities, a chart showing current involvement of partners had been circulated with the papers. This information would be shared with the CPA Board. (CL noted the overlap between NHS Grampian and AHSCP);</li> <li>• Item 4 – Karyn McCluskey had provided further information about resources relating to raising awareness of domestic abuse issues;</li> <li>• Item 5 – SCTS were to lead the One Judge One Family project.</li> </ul>	
3. Involving ‘Communities’ in Community Justice	<p>MCR and CL were welcomed to the meeting. MCR gave a presentation on public perceptions about the Justice System, the key messages arising, and implications for Aberdeen in relation to Delivery Plan priorities. It was noted that CJS were to commence a national campaign in Summer/Autumn, which would have potential to be regionalised.</p> <p>CL followed this with an input about the role of the Community Engagement Group, particularly in relation to supporting the CPA Outcome Improvement Groups to increase co-production.</p> <p>DH reiterated his view that efforts needed to be focused on genuine engagement/ <u>involving</u> people (eg via</p>	

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3. (cont'd) Involving 'Communities' in Community Justice	<p>a 'community forum') rather than communicating <u>to</u> them, so that people feel they are part of the system and the system is responsive to their views. DH agreed to develop a project charter to take forward Community Engagement, involving community members, and it was agreed that the Community Engagement Group, Community Justice Scotland, and other members of the Group as relevant, would support this.</p> <p>It was also agreed that an overview of current community engagement activities undertaken by partners be compiled.</p>	<p>DH/CL/MCR</p> <p>VV</p>
4. Improvement Activity Progress Report 4i) Summary Progress Tracker	<p>The Summary Progress Tracker report providing an overview of progress of projects being taken forward using the Model for Improvement, and the Appendix containing relevant data and update information, was noted.</p>	
4ii) What are we trying to accomplish – draft Project Charters	<p>Draft Project Charters were considered by the Group.</p> <p>a) <u>Revised Charter - Diversion from Prosecution</u></p> <p>CD presented a revised Charter which took into account feedback given at the last meeting. The Aim had been refined to reflect a target group of 16-25 year olds, and the measures had been revised so that they answered the question 'How do we know that a change is an improvement' (project milestones had been removed).</p> <p>Further to feedback from DH, CD referred to the challenges in collecting data to inform a potential measure around tracking further offending. It was agreed that the inclusion of a measure/s relating to longer term outcomes be considered further. The Project Charter was agreed.</p> <p>b) <u>Revised Charter - Employment</u></p> <p>AP presented a revised Charter which took into account feedback given at the last meeting. The Aim had been made more specific, focusing on ten individuals making progress along the Employability Pipeline. The Project Charter was agreed.</p>	

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<p>4ii) (cont'd) What are we trying to accomplish – draft Project Charters</p>	<p>AS referred to the success of an event held on 20<sup>th</sup> February 2018 for statutory partners as employers, aimed at raising awareness of issues relating to employing people with convictions. It was agreed that the Charter be shared with HR colleagues within the statutory partner organisations.</p> <p>c) <u>Draft Charter – Quality of Community Payback Orders</u></p> <p>VV presented a draft Charter with the Aim “To increase the % of individuals on a Community Payback Order Supervision Requirement completing an Exit Questionnaire at the end of their Supervision by 100% by March 2019.” A discussion took place about broadening the scope of the project to include all CPO Requirements and also feedback from communities in relation to Unpaid Work. It was agreed, however, that this would be too wide a scope, and that the focus of the project should be on increasing the number of Exit Questionnaires for all CPO Requirements. DH indicated that he wished to consider this further from a community perspective.</p> <p>It was suggested that it would be helpful for Children’s Services to be included as part of the Project Team, given their role in supervision of CPOs for young people. VV to circulate the Charter electronically for approval once revised.</p> <p>d) <u>Mental Health and Wellbeing</u></p> <p>JD (representing KG) noted that this was a wide and complex area, and advised that discussions were underway about a potential improvement project. It was hoped to bring a draft Charter to the next meeting of the Group.</p>	<p>AP/VV</p> <p>VV</p> <p>KG</p>
<p>4iii) PDSA Cycles/ Final Reports</p>	<p>Final Reports were considered by the Group.</p> <p>a) <u>Support for Families – Final Report</u></p> <p>LJ presented the final report for this project which took place between 11<sup>th</sup> September 2017 and 31<sup>st</sup> March 2018. The Aim of the project had been to “Increase the number of family members of people in the Justice System in Aberdeen receiving support from Families Outside by 100% by end March 2018”. Control Chart data showed that the improvement activity undertaken had led to a prediction of one referral per week going forwards – the Aim of the project had been achieved.</p>	



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5. Links to other OIG Delivery Plans and Locality Plans	<p>Current links were noted as set out in a short report presented to the meeting:</p> <ul style="list-style-type: none"> <li>• Woodside Locality – a revised charter re awareness-raising in relation to domestic abuse to be submitted to the next meeting;</li> <li>• Torry Locality – a charter re awareness-raising in relation to ‘coercive control’ (domestic abuse) to be submitted to the next meeting;</li> <li>• Wider Northfield Locality – a revised charter re increasing the number of Unpaid Work Placement Providers to be submitted to the next meeting;</li> <li>• Resilient, Included and Supported Group – data regarding the number of community justice services utilising the ‘Making Every Opportunity Count’ approach to be submitted to the CJ Group and the RIS Group on an ongoing basis;</li> <li>• Aberdeen Prospers Group – the Employment project was a joint project between the CJ Group and Aberdeen Prospers, and data would be reported to both groups;</li> <li>• Integrated Children’s Services Board – a charter to be developed re improving outcomes for young people in HMYOI Polmont. This would be a joint project between ICS Board and CJ Group.</li> </ul>	<p>Paul Tytler</p> <p>Colin Wright</p> <p>Kay Diack</p>
6. External Funding Opportunities	<p>The meeting noted a CPA Funding Tracker report dated 5<sup>th</sup> March 2018 which summarised current external funding opportunities. The following were potentially of interest:</p> <ul style="list-style-type: none"> <li>• European Social Fund/Employability Pipeline (Phase 2) – (for skills development and training support for unemployed individuals with multiple barriers to employment, supporting them back into and employment, and supporting their ongoing progression) - in relation to the Employment Project; and</li> <li>• Foundation Scotland/Scotch Whisky Action Fund – (for tackling alcohol related harm and reducing the impact on Scotland’s communities) – in relation to a potential ‘Alcohol and Drugs Pathways to Support’ project and the Support for Families project.</li> </ul> <p>Further information to be sought for relevant project leads. It was agreed that this would be a standing agenda item.</p>	<p>VV</p>

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7. Practice, Learning & Development Group	The minute of the meeting held on 14 <sup>th</sup> March 2018 was noted.	
8. Emerging Opportunities for Improvement	<p><u>Joint Working in relation to Anti-Social Behaviour Orders (ASBOs)</u></p> <p>CD advised that consideration was to be given to an improvement project around joint working in relation to the use of Anti-Social Behaviour Orders, to ensure the best outcomes are achieved for those involved. Discussions to be initiated between AHSCP/Criminal Justice Social Work and Police Scotland. Scoping work was also to be undertaken to establish the use of ASBOs nationwide to inform best practice.</p>	
9. Date of Next Meeting	Next meeting to be held on Wednesday 30 <sup>th</sup> May 2018, 10.15am – 1pm, at Aberdeen Sheriffs Court, to be preceded at 9am by a visit/tour.	