

**Aberdeen Community Justice Group Meeting  
Council Chamber, Town House  
27.06.19**

Present:

(DM) Derek McGowan, Chief Officer, Early Intervention & Community Empowerment, ACC (Chair)  
 (NC) Neil Carnegie, Communities & Housing Area Manager, ACC  
 (CD) Claire Duncan, Lead Social Work Officer, AHSCP  
 (DH) David Henderson, Civic Forum  
 (LLB) Dr Linda Leighton-Beck, Head of Social Inclusion/Public Health, NHS Grampian  
 (SM) Susan Morrison, Partnership Manager, ACVO  
 (FJRF) Faith-Jason Robertson-Foy, Civic Forum  
 (VV) Val Vertigans, Community Justice Officer

Apologies:

John Donaghey, Lead Nurse, Mental Health & Learning Disabilities Service, AHSCP  
 Nicola Graham, Area Manager, Skills Development Scotland  
 Mike Hebden, Acting Governor, Scottish Prison Service  
 Maggie Hepburn, Chief Executive, ACVO  
 Elaine Logue, Chief Insp, Police Scotland  
 Simon Rayner, ADP  
 David Scott, Head of Learning, Development and Innovation, CJ Scotland  
 DCI Kevin Walker, Police Scotland (for Item 3)

In attendance:

(IM) Ian McKinnon, Inspector, Community Safety Hub, Police Scotland, for Elaine Logue  
 (BC) Brian Cumming, PS Community Safety Hub, Police Scotland

Agenda Item	Discussions /Decision	Owner
1. Welcome / Apologies	DM welcomed all to the meeting. Apologies were noted as listed above. LLB advised that Elsbeth Clark would join the Group, representing the AHSCP Health Improvement Team. It was noted that Darren Riddell was to be replaced on the group by Scott Symon, representing SFRS.	
2. Note of meeting held on 27 <sup>th</sup> March 2019	The minute of meeting held on 27 <sup>th</sup> March 2019 was approved as a correct record. The following matters arising were considered (other issues were to be picked up as substantive agenda items): <ul style="list-style-type: none"> <li>• Item 2 – Cuckooing project – George Nixon was to take over as Project Lead. George had signed up to attend a Model for Improvement Bootcamp.</li> <li>• Item 3 – Mental Health &amp; Wellbeing – an Action 15 Briefing (May 2019) had been circulated to the Group. It was agreed that a full briefing would be welcome for the Group. CD agreed to follow this up</li> </ul>	

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<p>2. Note of meeting held on 27th March 2019 (cont'd)</p>	<p>with Karen Gunn.</p> <ul style="list-style-type: none"> <li>• Item 3 – Membership of CJ Group – given the reduced levels of attendance at meetings recently, DM advised that he had asked VV to undertake an audit of attendance at CJ Group meetings over the last year in order to identify any gaps in partner attendance with a view to raising this with the CP Management Group.</li> <li>• Item 3 – Director of PH Annual Report Video of user voices – clearance by SPS HQ was awaited for publication of this.</li> </ul>	<p>CD</p> <p>DM/VV</p>
<p>3. Violence Against Women Action Plan</p>	<p>The Action Plan had been reviewed to better reflect links to the LOIP, as requested by the Chief Officers Group. It was felt, however, that there was an opportunity to increase alignment with the other LOIP project relating to domestic abuse, to be taken forward by the Integrated Children’s Services Board:</p> <p><i>Stretch Outcome 3. 95% of children (0-5 years) will reach their expected developmental milestones by the time of their child health reviews by 2026.</i></p> <p><i>Key Driver: 3.2 Keeping young children safe.</i></p> <p><i>Project Aim: Reduce number of children who are witness to domestic abuse by 2022.</i></p> <p><i>Measures:</i></p> <ul style="list-style-type: none"> <li>- <i>Number of health visitor routine inquiry's that indicate domestic abuse in the home</i></li> <li>- <i>Number of domestic abuse reports with children regarded as present</i></li> </ul> <p>It was felt that a number of the proposed actions in the Plan would be Change Ideas which could be tested as part of these improvement projects, and that it would be helpful to extract these from the Action Plan and include them in the draft Project Charters, in order to avoid duplication.</p> <p>The following specific comments/suggestions were made in relation to the Plan:</p> <ul style="list-style-type: none"> <li>- Under Priority 1, clarification would be helpful in relation to ‘Action h’ (<i>Identify disclosures of VAWG to health services following routine enquiry</i>) as well as consideration of data sharing issues;</li> <li>- It would be helpful to review some of the wording to ensure actions were clear/specific (ie setting out exactly what the action was);</li> <li>- Replacement of acronyms would aid clarity/understanding;</li> <li>- It would be helpful to include links to the Adult Protection Committee as well as the Child Protection Committee;</li> </ul>	

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<p>3. Violence Against Women Action Plan (cont'd)</p>	<p>- A communications plan would be helpful to accompany the Action Plan. DH commented that community groups could provide a useful route for raising awareness etc, and FJRF expressed the view that Drop-ins could be a helpful mechanism.</p> <p>NC noted that a post was being created (reporting to VV) which would be focussed 50% on supporting the VAW agenda and 50% on improving links between Housing and Addictions, and that this post would be able to support the improvement work.</p> <p>It was agreed that a meeting would be sought with Kevin Walker (Chair of the VAW Partnership), involving SM (as Lead of the CJ Improvement Project), NC and VV to discuss the above with a view to taking forward work towards the development of the Project Charter/s.</p>	<p>SM/NC/VV</p>
<p>4. i) Project End Report: Diversion from Prosecution</p>	<p>It was noted that a number of projects which had been taken forward under the previous LOIP had been scheduled to complete at the end of March 2019, but had been included in the refreshed LOIP to be continued. End of Project reports to the end of March were provided for these projects. These would be forwarded to the CP Management Group and Board. Those contributing were thanked for providing comprehensive information about the outcomes of the projects to-date.</p> <p>CD presented the report on the Diversion from Prosecution project, highlighting that the initial stages of the project had focused on improving systems. The Aim of the project was: "Increase the number of individuals aged 16-25 appropriately diverted from court by 10% by end March 2019." A total of 78 individuals were referred by the PF for diversion during the period of the project (from March 2018). This was below the target of 85. However, the median for the quarterly number of diversion referrals during the project was 18, against a median for the period from Q1 2016-17 to Q4 2017-18 was 14, showing indications of improvement. A quarter on quarter increase in the number of referrals had been seen during 2017-18.</p> <p>A number of barriers had been experienced, including the inability to change 'national' systems, eg Police and COPFS, and lack of engagement from Children's Services and YJMU.</p> <p>Members noted outcomes information relating to individuals 'diverted' at Appendix 6 of the report.</p>	

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<p>4. i) Project End Report: Diversion from Prosecution (cont'd)</p>	<p>DH raised the issue of taking steps to improve awareness with the general public about Diversion, and the fact that it was not a 'soft option'. It was emphasised that decisions made by COPFS to divert individuals were always taken in the context of 'public interest'. A discussion took place about tracking individuals to enable measurement of the effectiveness of Diversion. This was challenging to undertake due to complexity of partner systems. Consideration would be given as to whether it might be possible to undertake this on a small scale as part of the project going forward.</p> <p>A refreshed Project Charter would be considered under Item 5.</p>	
<p>4. ii) Project End Report: My Way to Employment</p>	<p>In Nicola Graham's absence, VV presented the end of project report for the My Way to Employment project which had taken place from February 2018 to March 2019. The aim of the project was: "10 individuals who are on a custodial sentence, CPO Supervision or Diversion from Prosecution are being supported to make progress on the Employability Pipeline by March 2019". In total, nine individuals had participated, or continue to participate, of which five continue to engage. The reasons for ceasing to engage are varied, including people returning to custody, health issues (including alcohol/drugs and mental health), lack of confidence/motivation, struggling to break the cycle of not being in work, etc. Appendix 5 of the report showed the complexity of issues and challenges facing individuals and some of the 'small steps' made during the course of their engagement with the project.</p> <p>The report was noted.</p>	
<p>4. iii) Project End Report: Support for Families</p>	<p>SM presented the Support for Families end of project report, noting that the project was not currently able to continue due to capacity issues within Action for Children (due to loss of funding) and Families Outside (due to staffing issues). Some elements of the work would be taken forward, eg awareness-raising with prison staff about issues for families and support available. The loss of funding for Action for Children had resulted in reduced opening hours for the Centre, closure of the café, and the centre was running on minimal staffing which was impacting on the service offer available.</p> <p>Members acknowledged the impact of the loss of funding, and it was agreed that DM, CD and Graeme Simpson would meet to discuss this, particularly in the light of the fact that the improvement aim remained in the LOIP, and the potential implications of not providing support to this group in terms of broader impact on service provision and related costs for the public purse.</p>	<p>DM/CD/GS</p>

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<p>4. iii) Project End Report: Support for Families (cont'd)</p>	<p>The project aim was: "Increase the number of family members of people in HMP Grampian and HMYOI Polmont who received appropriate and timely support from Families Outside, Family Centre &amp; Help Hub (Action for Children) and Alcohol and Drugs Action by 20% by March 2019". The aim for the project had been achieved – an increase in the number of family members supported had increased above the target of three per month against the baseline figure of 2.5 per month.</p> <p>Key successes of the project included the launch event at Court in December 2018, which had been attended by a range of stakeholders including solicitors and sheriffs, and the development of a film showing the experience of visiting someone in HMP Grampian, which was intended to allay anxiety of family members prior to prison visits.</p> <p>The report was noted.</p>	
<p>4. iv) Project End Report: Evaluation of Community Payback Orders</p>	<p>VV presented the end of project report on the Evaluation of Community Payback Orders. It was noted that this project was not in the refreshed LOIP and so would not continue as a partnership project, although learning from it could contribute to the improvement project in the refreshed LOIP relating to improving outcomes for people on CPOs.</p> <p>The aim of the project was: "Increase the number of Exit Questionnaires completed by individuals at the end of a CPO with a Supervision Requirement, as a % of the total number of CPOs with Supervision Requirements completed, to 46% by end March 2019." The monthly mean (average) for the % of questionnaires completed was 20.8% for the year up to the start of the project. If the mean was fixed and extended, it would be seen that a statistically significant shift in the data had taken place during the period of the project. The mean for the period of the project was just under 40%, so the project had not achieved its aim of 46%, but improvement (of c20%) had been seen against the previous period.</p> <p>DH reiterated his view that completion of a questionnaire could be a mandatory element of a Supervision Requirement.</p> <p>The report was noted.</p>	

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<p>5. i) Improvement Project Charters: Anti Social Behaviour</p>	<p>VV advised that a number of charters were to be considered, in accordance with agreed timescales for onward submission to the Community Planning Management Group and Board, as set out in Appendix 1 to this report. It was noted that a charter had not yet been developed for the 'school exclusions' project.</p> <p>BC, the lead for this project, presented a draft charter with the aim: "Reduce instances of anti-social behaviour as a result of appropriate and effective interventions in targeted areas by 10% by 2021." Northfield had been identified as the area in which initial testing would take place, given that work had already been initiated in this area.</p> <p>Specific feedback included:</p> <ul style="list-style-type: none"> <li>- suggested addition of a measure around the number of complaints about the same person;</li> <li>- suggested addition of a measure around the number of ASB issues resolved in communities;</li> <li>- activities which were clearly visible to communities (eg Police caravan) were very welcome in communities affected by ASB;</li> <li>- work being undertaken nationally relating to the use of ASBOs could be tied in to this project;</li> <li>- potential to be more ambitious in relation to use of resource, eg Streetsport, given that more innovative solutions may be necessary.</li> </ul> <p>It was noted that there was an overlap with a project relating to diverting young people to community-based activities, for which the charter was due to be discussed later on in the agenda, and that the best way to proceed would be considered as part of that discussion.</p>	
<p>5. ii) Improvement Project Charters: Alcohol and Drugs</p>	<p>VV advised that this charter had originally been scheduled for consideration at the last meeting of the CJ Group. In order to meet required timescales, it had already been submitted to the Management Group and was due to go to the CPA Board the following week.</p> <p>The aim of the project was: "Increase the uptake and retention of people in the Justice System with drug and alcohol related problems in specialist substance use services by 100% by 2021." It was noted that there was currently no baseline data (although VV advised that Simon Rayner had previously raised this as an issue and requested support with collation of data) but that this would be collected as part of the project. So it was not currently possible to understand what an 'increase of 100%' would actually look like.</p>	

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5. ii) Improvement Project Charters: Alcohol and Drugs (cont'd)	<p>The following specific feedback was given:</p> <ul style="list-style-type: none"> <li>- it would be helpful to define 'retention' – what would success look like in terms of length of engagement? Was it possible to build in something around what might replace engagement with treatment services when an individual came to the end of their engagement (which presumably was the ultimate aim);</li> <li>- links could be made to work being undertaken to address alcohol and drug issues with under-18s – this could be incorporated into the project.</li> </ul>	
5. iii) Improvement Project Charters: Diverting young people to community-based activities	<p>DM, the project lead for this project, presented the draft charter, the aim of which was: "Increase by 20% the number of young people identified as being at risk of becoming involved in offending behaviour who are engaged in targeted community-based activities by 2021".</p> <p>The following specific feedback was given:</p> <ul style="list-style-type: none"> <li>- it could be helpful to include YJMU, the Police Early Intervention Worker, Fiona Cameron (Children's Services Manager, in the place of Andrea McGill), local youth workers, and community representatives and young people involved, on the project team.</li> </ul> <p>NC advised of ASB issues emerging in Torry, and the desire of the locality team there to undertake innovative testing to attempt to address this.</p> <p>It was agreed that this project and the ASB project discussed earlier should continue separately (albeit closely linked given the potential overlap in personnel involved). The ASB project would focus on responding to ASB and preventing repetition (based in Northfield), and this 'earlier intervention' project would focus on preventing individuals getting involved in the first place (based in Torry). These charters to be submitted in tandem.</p> <p>It was agreed that DM and BC would meet at the earliest opportunity (bearing in mind the timescales) to discuss the overlap in relation to content of charters and membership of project teams.</p>	DM/BC

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5. iv) Improvement Project Charters: Diversion from Prosecution	<p>CD, as project lead, presented a draft charter with the aim: “Increase the number of i) 16 and 17-year olds and ii) over 18s appropriately diverted from prosecution by 20% by September 2021” (eg the overall number of people receiving a police or fiscal direct measure). It was noted that this charter was based on the existing Diversion from Prosecution charter extended to cover the broader scope of Police and Fiscal direct measures (as set out in the refreshed LOIP) and also the improvement project in the refreshed LOIP with the aim to: “Extend the multi-agency problem solving approach to all 16 and 17 year olds charged with an offence to reduce the likelihood of reoffending which could lead to a conviction by 2021”. The LOIP measure relating to this project included numbers of police and fiscal direct measures, numbers of specific offences committed, and number of young people receiving a dedicated youth service at court. Due to the overlap of issues and services involved, it was pragmatic to take these forward as one project.</p> <p>CD highlighted the need for Children’s Service and YJMU to be involved, and noted specifically elements of the project introduced relating to raising awareness of the outcomes of diversion.</p>	
6. Practice Improvement and Learning & Development Group	<p>The notes of meetings held on 17<sup>th</sup> April and 12<sup>th</sup> June 2019 were noted. Discussions had taken place about Adverse Childhood Experiences, and the need for services to be trauma-aware. It had been proposed to ask RGU to consider research on best practice/evidence in order to develop a set of simple and effective principles about the best way to work which could be adopted across services.</p> <p>SM noted that Community Justice Scotland had offered free training for third sector partners in relation to being trauma-informed, and agreed to seek further information from CJS about their wider approach.</p> <p>CD agreed to share details of an international conference “Creating a Culture of Trauma Responsive Practice in Scotland” to be held in Glasgow in November.</p> <p>It was noted that there were specific pieces of improvement work identified in the LOIP relating to being trauma-informed:</p> <ul style="list-style-type: none"> <li>- Stretch Outcome 5 (ICS Board): Increase the number of staff, including carers who report increased understanding and skills to respond to children who have adverse childhood experiences (ACE) by 20% by 2021.</li> <li>- Stretch Outcome 10 (CJ Group): Increase number of young people who need support in relation to trauma and bereavement having access to such support by 2021.</li> </ul>	<p>SM</p> <p>CD</p>

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7. CPA Funding Tracker	<p>The Tracker was noted. There were several funds which may be of relevance to CJ Group improvement work:</p> <ul style="list-style-type: none"> <li>- John Lewis Partnership – Community Matters: potential for a role with the MWTE project in terms of offering opportunities eg interview practice, as part of their offer of ‘volunteer time’;</li> <li>- Young Start – Big Lottery: links to the ASB/diversionary projects (support for voluntary and community organisations).</li> </ul>	
8. Improvement Activity Progress Report	The report was noted.	
9. Date of Next Meetings	<p>Thursday 19<sup>th</sup> September 2019, 9.30 – 12 noon, in Committee Room 4, Town House.</p> <p>Tuesday 3<sup>rd</sup> December 2019, 2 – 4.30 pm, in Committee Room 4, Town house.</p>	