



**Community Justice Ayrshire Board Meeting  
Wednesday 20 September 2017 @ 1:30pm  
HMP Kilmarnock**

**Present:**

Alice Dillon	Manager, Community Justice Ayrshire
Amanda McHarg	Police Scotland
Cllr Anthea Dickson	North Ayrshire Council (CHAIR)
Barbara Hastings	Chief Executive, The Ayrshire Community Trust/TSI
David MacRitchie	Senior Manager, Justice Services, North Ayrshire HSCP
Donna McKee	Interim Head of Children, Families & Criminal Justice, North Ayrshire HSCP
Fiona Fawdry	Chief Executive, East Ayrshire Council for Voluntary Organisations (TSI)
Graeme Smith	CJ Ayrshire (seconded from Police Scotland)
Jackie Hamilton	Service Manager, Criminal Justice, South Ayrshire HSCP
Cllr Jim McMahon	East Ayrshire Council
Cllr Julie Dettbarn	South Ayrshire Council
Kenny Hankinson	Group Manager, Scottish Fire & Rescue Service
Lynn Anderson	Development Manager, Voluntary Action South Ayrshire (TSI)
Marion McAuley	Senior Manager, Social Work, East Ayrshire HSCP
Michael Guy	Contract Director, (SERCO) HMP Kilmarnock
Pat McPhee	Area Manager (South), Skills Development Scotland
Stevie Erskine	Operations Manager, (SERCO) HMP Kilmarnock
Stuart McKenzie	Clinical Nurse Manager, Forensic Low Secure & Rehab. Services, NHS A&A


**Apologies:**


Gibby Lamont	Group Manager, Scottish Fire & Rescue Service
Cllr Louise McPhater	North Ayrshire Council
Chief Supt Paul Main	Divisional Commander U Division, Police Scotland
Helen Canning	Director, Student Services, Ayrshire College
Cllr Iain Linton	East Ayrshire Council
David Bell	Executive Support, Scottish Courts & Tribunal Service
Cllr Lee Lyons	South Ayrshire Council
Susan Taylor	Head of Children's Health, Care & Criminal Justice, EA HSCP
Thelma Bowers	Head of Service, Mental Health, North HSCP
Rhona Hotchkiss	Governor, HMP Greenock



**In Attendance:**

Nadine Sloan	Families Outside
Susan Cross	Families Outside
Julie Robson	Senior Manager, Justice Services, East Ayrshire HSCP
Christine Buntrock	Turning Point Scotland
Jennifer Lang	Turning Point Scotland
Wendy Harris	North Ayrshire HSCP (minute taker)

Item	Topic	Action
1.	<b>WELCOME &amp; INTRODUCTIONS</b>	
	Cllr Anthea Dickson welcomed everyone to the meeting and thanked SERCO colleagues for hosting the meeting. Anthea commented that the process of entering the prison gives some appreciation of what families experience when visiting their loved ones.	
2.	<b>MINUTES OF 19 JULY 2017</b>	
	The minutes were reviewed and the following changes recorded: <ul style="list-style-type: none"> <li>Attendance List – Gibby Lamont should have been recorded as sending apologies.</li> </ul>	

<p><b>3.</b></p>	<p><b>MATTERS ARISING</b></p> <p>No matters arising.</p>	
<p><b>4.</b></p>	<p><b>DEVELOPMENT SESSION – SUPPORTING THOSE AFFECTED BY IMPRISONMENT</b></p>	
<p><b>4.1</b></p>	<p><b>Families Outside</b></p> <p>Susan Cross and Nadine Sloan presented information on: what is happening; what they do; and the issues and impacts for families.</p> <ul style="list-style-type: none"> <li>• Raising awareness of issues/impacts of having a family member in prison, including mental health, finance, housing, stigma.</li> <li>• Consequences of having a partner/parent/family in prison.</li> <li>• Families Outside take teachers into prison for CPD sessions.</li> <li>• Families Outside is a national organisation and the helpline takes around 2,000-2,500 calls per year.</li> <li>• Referrals from helpline – to help families to think about needs and put plans in place to address their issues.</li> <li>• Linking to other services.</li> <li>• Family shock.</li> <li>• Maintaining relationships.</li> <li>• 19 calls have been taken since April (across Ayrshire) with support currently being given to 17 families.</li> <li>• Referrals are generally from prison or Throughcare services.</li> </ul> <p>Nadine noted that there has been an increase in historical sexual abuse and related that to a booklet that Families Outside has developed to help families deal with the impact of this. The resource is called 'Picking up the Pieces'. Feedback on the content has been positive and it is found to be a useful tool.</p> <p>Links have been made with schools where appropriate so that the school can support the children who are affected by parental imprisonment.</p> <p>Families Outside also link with the Family Strategy Group in prison.</p> <p>Anthea noted that Alice has drafted a proposal to the CJA Board to consider printing the Families Outside support &amp; information business cards and posters with the CJA logo. Costs are £55 (+ VAT) and £89 (+VAT) respectively. Donna McKee noted she supports this in principle. Anthea noted that this is a relatively small amount and should be considered for funding from slippage.</p>	
<p><b>4.2</b></p>	<p><b>HMP Kilmarnock/Turning Point Scotland Prisoner Support Pathways</b></p> <p>Christine Buntrock (Operations Manager) spoke to this report, noting that this is a partnership between TPS and SERCO (HMP Kilmarnock). The service is funded by the local CPPs through community justice transitions monies until June 2018. Sustainability therefore, is an issue.</p>  <p>04.2 PSP Report for CJAYrshire FINAL.doc</p> <p>Assessments are done in prison. TPS hold fortnightly meetings which include representation from DWP; Housing; Catalyst; SACRO; BBV peer mentors and the Wise group. Christine spoke of the introduction of Peer Support Ambassadors.</p> <p>Anthea asked whether referrals would have happened without the pathway and Christine responded that referrals would have happened but not in those numbers.</p> <p>Christine spoke of prisoners being supported on release to attend each service appointment and further noted that the BBV (Blood Borne Virus) service did not have a presence in prison before the TPS service. The project aims to support anyone deemed as chaotic.</p>	

	<p>Statistics show that the support pathway worked with 54 people between January and March 2017. It is known that 17 have returned to prison and further work will be done to try to understand the reason for reoffending.</p> <p>In support, Michael Guy noted the value of this service and that it has made a difference to people on their release. It would be a huge loss if it is not continued and would have a big impact and result in increased pressure on resources in the community.</p> <p>Anthea thanked Christine for her presentation.</p>	
<p><b>4.3</b></p>	<p><b>Electronic Monitoring Demonstration Project</b></p>	
	<p>Julie Robson spoke to this topic.</p> <p>Julie noted the history of electronic monitoring in relation to prison overcrowding, and the change to using GPS technology. The Electronic Monitoring in Scotland Working Group Final Report supports the use of EM technologies. Julie, Alice and Gill Scott (Scottish Government) met to discuss this more fully and came up with a number of ideas.</p> <p>East Ayrshire Justice service proposed to undertake a pilot to explore the impact of extending Throughcare support within HDCs (Home Detention Curfews) to improve outcomes, reduce recalls to custody and reduce recidivism. The bid to the Scottish Government was successful and funded a post to start the pilot.</p> <p>A process map has been drawn up which includes consent to involve the family. The service will act as a bridge to services, with support being provided throughout the time in the community. Problem solving activities will be undertaken with the person who is on the HDC.</p> <p>The pilot is now ready to go live. A meeting is due to take place on 25/9 with Scottish Government.</p> <p>It is hoped the pilot will capture:</p> <ul style="list-style-type: none"> <li>• How many offenders on the pilot are returned to custody.</li> <li>• Additional information around what worked and individual experiences.</li> </ul> <p>Stuart McKenzie noted the work underway regarding electronic tagging as a therapeutic tool. He also referred to the debate on 'soft' tagging versus 'hard' tagging.</p> <p>Anthea thanked Julie for the information presented noting the positive step of recognising the effects on families, and the group will look forward to hearing about the results of the pilot.</p>	
<p><b>5.</b></p>	<p><b>BEGINNINGS, BELONGING, BELIEF</b></p>	
<p><b>5.1</b></p>	<p><b>Community Justice Outcomes Improvement Plan (CJOIP) – update for information</b></p>	
	<p>Alice provided an update report.</p>  <p>05.1 update on CJOIP commitment p</p> <p>Action - For the next meeting Alice will extract CJOIP actions which have not advanced.</p>	<p><b>AD</b></p>
<p><b>5.2</b></p>	<p><b>Feedback on CJOIP from Community Justice Scotland – verbal update</b></p>	
	<p>Alice advised that CJ Scotland liked the strengths based approach that CJ Ayrshire had taken to the development of the CJOIP. They looked through the plan and feedback was favourable. It was noted that all 30 plans are very different.</p> <p>It is hoped that going forward partnerships will focus on 2-3 main areas, and that the CJOIPs will reflect the actions proposed to drive change in these areas.</p>	

	<p>Community Justice Scotland is working on producing guidance to assist in the development of the next round of CJOIPs, and were trying to gauge whether a template would assist in this process. Alice commented that a template would be useful, however we would not want this to be too prescriptive.</p> <p>Anthea was also present at the meeting with CJ Scotland and reinforced that the meeting was very positive and pointed out that Graeme’s secondment from Police Scotland is evidence of partner commitment.</p> <p>Alice advised that she is already looking at identifying the areas we would wish to focus on in the next iteration of the CJOIP, and will bring these suggestions to the next Board meeting for discussion.</p> <p>Action – Alice to identify areas of focus for the next CJOIP and report back to the Board for discussion / approval.</p>	<p><b>AD</b></p>
<p><b>5.3</b></p>	<p><b>Continuous Improvement: Next Steps</b></p>	
	<p><i>CJ Ayrshire Approach to self-evaluation</i></p> <p>Alice presented a paper with the proposal to undertake a self-evaluation exercise of the CJA partnership using an adapted version of the ‘Partnership Checklist’ – created by the Improvement Service for use with CPP Boards.</p> <p>Alice went on to ask the Board to support the recommendation to undertake this piece of work in the new financial year. This would allow for all of the thematic groups to be established and give the new arrangements time to ‘bed in’.</p> <p>The proposal set out the context, proposal, timescales and recommendations.</p> <p> 05.3a Report re CJ Ayrshire Approach to</p> <p>Marion McAuley asked whether this would be annual self-evaluation. Alice will discuss further with Anthea to determine whether to do this annually or 3-yearly.</p> <p>The Board approved the proposal.</p>	
	<p><i>Developing a Performance Framework</i></p> <p>Alice informed that this piece of work would be driven forward by the CJOIP Implementation Group which has recently been established. Jackie Hamilton is the chair of the group.</p>	
	<p><i>CJ Ayrshire Conference – A Collaborative Approach to Early Intervention, Prevention and Working with ACEs</i></p> <p>Alice spoke to a proposal document for a conference based around ACEs.</p> <p> 05.3c Report re ACEs conference.do</p> <p>The report gives a background, a proposal, funding and recommendations:</p> <ul style="list-style-type: none"> <li>• To note the content of the report detailing the proposal to jointly host an event on ACEs and our local response to these.</li> <li>• To approve the progression of this idea via a multi-agency planning event.</li> <li>• To agree to pay 50% of the cost of the event via the slippage from the CJ transitions budget.</li> <li>• To anticipate an update on final costs for the event as soon as possible.</li> <li>• To anticipate a further update on progress after the initial planning meeting has taken place.</li> </ul>	

	<p>Stuart urged caution on using ACEs. In national documentation it is accepted that Trauma Informed Practice/Trauma Informed Theory has to sit <b>before</b> ACEs, and therefore if we are pursuing ACEs it would be necessary to have Trauma Informed Theory, and this is a massive area.</p> <p>Donna asked about the potential audience for the conference. Jackie advised that some discussion has taken place at the CJOIP meeting around the audience and felt it should be targeted at adult services workers.</p> <p>Anthea advised that the event would have to be focused as there would be around 100 attendees and ACEs is such a big topic.</p> <p>Numbers were discussed briefly and it was noted that 150 may be too many due to the acoustics. Jackie suggested a short life working group to take forward issues of numbers and possible venue. Alice will consider this.</p> <p>Alice suggested holding the conference on 16 February 2018, if agreed. Anthea asked for agreement regarding the content, funding at 50% and to move to progressing arrangements.</p> <p>The proposal was approved.</p>	
<b>5.4</b>	<b>Locality/Thematic Groups Update</b>	
	This was discussed earlier in the agenda and Alice is still in the process of establishing further groups.	
<b>6.</b>	<b>COMMUNITY JUSTICE AYRSHIRE – STRUCTURAL ARRANGEMENTS</b>	
<b>6.1</b>	<b>Proposed CJA Operating Arrangements – Links to Thematic and Strategic Groups</b>	
	<p>North – SNAP (Safer North Ayrshire Partnership) has been re-established and is looking at a performance framework and priorities.</p> <p>South – South Ayrshire CJ Joint Action Group meet to discuss 2 or 3 areas from the CJ Plan at each meeting.</p> <p>East – East Ayrshire CJ Collaborative Network have held a development session and are planning a short life working group on Stigma &amp; Labelling.</p> <p>Alice confirmed that a Whole Systems Approach for Women group is up and running, and is chaired by Rhona Hotchkiss from SPS.</p>	
<b>6.2</b>	<b>Support Staff Update</b>	
	Alice noted progress of the Planning & Performance Officer in that the recruitment is at the preferred candidate stage. Interviews for the Admin post are happening in October.	
<b>7.</b>	<b>COMMUNITY JUSTICE FUNDING</b>	
<b>7.1</b>	<b>Report on Transitions Funding for information</b>	
	<p>Alice circulated a paper detailing the breakdown of transition funding to date; however advised caution in reading the report as she is still awaiting some information to inform the report.</p> <p>Alice pointed out that the website was less than the amount put aside for it. There is underspend in staffing 2017/18 as the rest of the team are not yet in post. Travel costs and mobile phones have not been included.</p> <p>Alice liaises with finance officers in all 3 Ayrshires via the CPP Leads in each local authority area.</p> <p>Action – Alice will bring a further report to the next meeting of the CJ Ayrshire Board, along with recommendations on utilising the underspend</p>	<b>AD</b>
<b>8.</b>	<b>CURRENT PARTNERSHIP WORKING: UPDATES</b>	
<b>8.1</b>	<b>Strengthening Third Sector Engagement Transition phase 2 update</b>	

	<p>Fiona Fawdry noted that she now has a list of organisations who expressed an interest in being involved in thematic groups. The next step is to bring them together and decide how to operate, areas of specific interest, and representation.</p> <p>Barbara Hastings advised that she checked the database for North organisations and none have a primary focus on Community Justice. Barbara advised that she will need to be clear with these organisations around what contribution they are being asked to make.</p> <p>Lynn Anderson stated she has been pleasantly surprised by the response in South. Some organisations are being followed-up by phone. She also noted that she does not want to overburden the sector.</p>	
<p><b>8.2</b></p>	<p><b>Whole Systems Approach for Women – Big Lottery Early Action System Change Fund application</b></p>	
	<p>Alice advised she became aware of the fund through the Whole Systems Approach for Women group as one of the focus areas is Women in the Criminal Justice System.</p> <p>Alice drew attention to page one of the paper around the proposal to work in one locality – Ardeer – with a view to building the evidence base, evaluating the approach and then, potentially, rolling it out elsewhere in the future. This needs to be a community led project.</p> <p>From the proposal Alice highlighted the last paragraph around funding – an initial commitment of £65,000 from the Big Lottery for:</p> <ul style="list-style-type: none"> <li>➤ Peer research to inform the full scope of the project (supported by academic researchers).</li> <li>➤ Employment of 1 x full time member of staff to lead on the development of the project (to be employed by SACRO as lead third sector partner on the project).</li> <li>➤ Evaluation of the project.</li> </ul> <p>Alice confirmed that she has asked for one year of funding (as work would be focused in just one locality) however, 5 year funding is available.</p> <p>Alice advised that SACRO volunteered to lead and offered a member of staff who could be utilised.</p> <p>Anthea commented that this is a good example of partner buy-in. She suggested that the application should record the project work for one year but add, ‘and a further 2 years to roll out the model elsewhere’. This may result in better community buy-in as the work would continue beyond the 12 months.</p> <p>The Board agreed acceptance of the proposal.</p>	
<p><b>9.</b></p>	<p><b>RECONVICTION RATES</b></p>	
	<p>Graeme prepared this paper and spoke to the information. He pointed out that the statistics relate to the most recent cohort, which is 2014-15</p> <p>The data released in May 2017 shows that Ayrshire has the second highest reconviction rate in Scotland at <b>30.7</b> in comparison to the national reconviction rate of <b>28.2</b>. Inverclyde has the highest reconviction rate at 32.0. This is a <b>2% increase</b> on the previous year when Ayrshire had the third lowest reconviction rate in the country. It was recognised however, that the long term trend on reconviction rates is still down.</p> <p>The national average of reconvictions by offender is <b>0.50</b>, which is a <b>0.02</b> decrease on the previous year. The East, North and South Ayrshire average rate of reconvictions is <b>0.54</b> per person, which is an increase of <b>0.04</b> on the previous year.</p> <p>The group discussed the figures and trends alongside austerity and unemployment. Donna expressed interest in seeing the performance of each of the three Ayrshires separately.</p>	

	A number of issues came out of discussions around employment, employability, economic development and procurement changes. Jackie suggested that this should be discussed in more detail at a separate meeting.	
<b>10.</b>	<b>PLANNING</b>	
<b>10.1</b>	<b>Community Justice Scotland – Corporate Plan 2017-20 – for consultation</b>	
	<p>Alice noted that the draft plan has been distributed for consultation.</p> <p>Please send responses to Alice by 20 October. Alice will then collate the information and send a combined response.</p> <p>Action: All – to send responses to Alice by 20 October.</p>	<b>ALL</b>
<b>10.2</b>	<b>Reducing Offending, Reducing Inequalities (RORI) Resource</b>	
	<p>The summary document was sent out with the meeting papers.</p> <p>Stuart commented that the full report is 150 pages but worth reading as it will help shape some of the thematic work. Stuart is happy to send a link to access.</p> <p>Stuart has already had some discussion with Thelma Bowers and David Rowland around areas where we can make a difference. There are three main areas identified in the report:</p> <ul style="list-style-type: none"> <li>• Strengthen informal, collaborative links between health and justice agencies and their contribution to community planning.</li> <li>• Promote smarter, joint outcomes and improvement in services and systems.</li> <li>• Work with others to build an evidence-informed, outcome-focused framework which bridges health improvement, community justice and community planning.</li> </ul> <p>Three key areas within the above are:</p> <ul style="list-style-type: none"> <li>• Early intervention &amp; prevention</li> <li>• Mitigating the impact of offending and sentencing</li> <li>• Building resilience and sustaining change.</li> </ul> <p>The summary highlights that people in the prison population often have complex health issues and there is a higher incidence of substance misuse, learning disability and mental health problems. A brief comparison is made around formal qualifications, school exclusion, time in care, and suffering anxiety and depression.</p> <p>Stuart advised that there will be benefits to Community Justice Ayrshire around reoffending and resilience.</p> <p>Jackie noted that in conversation with Social Workers there is a frustration around not being able to take health issues forward as they have no contact/pathway.</p> <p>Fiona addressed the point about information sharing noting that if people are committed then work can move forward. She cited the case of Community Connectors having access to patient records, showing that a way round issues has been found.</p> <p>Anthea thanked Stuart for bringing the paper to the meeting and allowing recognition of the gap. Anthea suggested that a working group would need to be formed to take it forward.</p> <p><b>Action: Alice to liaise with Stuart re setting up Health &amp; Justice thematic group for Ayrshire.</b>  <b>Action: Stuart to speak to Dumfries &amp; Galloway who will ask Fiscal to speak about a model of working.</b></p>	<b>AD</b> <b>SMcK</b>
<b>11.</b>	<b>ANY PARTNER UPDATES</b>	
	No partner updates.	

<b>12.</b>	<b>THANKS AND CLOSE</b>	
	Anthea thanked everyone for attending, thanked the guest speakers, and particularly thanked Michael, Stevie and the team at SERCO for hosting the meeting.	
<b>13.</b>	<b>DATE AND TIME OF NEXT MEETING</b>	
	Wednesday 13 December 2017 at 1:30pm Venue to be confirmed.	

<b>Action Point</b>	<b>Owner</b>	<b>Required (Date)</b>	<b>Completed (Date)</b>
For the next meeting, extract CJOIP actions which have not advanced.	Alice	13.12.17	
Identify areas of focus for the next CJOIP and report back to the Board for discussion / approval.	Alice	13.12.17	
Bring a further report to the next meeting of the CJ Ayrshire Board, along with recommendations on utilising the underspend	Alice	13.12.17	
Send responses to Alice regarding the Community Justice Scotland Corporate Plan	All	20.10.17	
Alice to liaise with Stuart re setting up Health & Justice thematic group for Ayrshire.	Alice	13.12.17	
Speak to colleagues in Dumfries & Galloway who will ask Fiscal to speak about a model of working.	Stuart	13.12.17	