

**MINUTE OF THE MEETING OF THE  
LOTHIAN & BORDERS COMMUNITY JUSTICE AUTHORITY**

Eastgate Theatre, Peebles 6<sup>th</sup> March 2008

- Present Cllr John Muir (WLC)(Chair); Councillor Sandy Scott (SBC); Cllr Margot Russell (MLC); Cllr Kenny McLeod (ELC); Cllr Paul Edie (ELC)
- In Attendance Chris Hawkes(CJA); Phil Mackie(L&B NHS); Jan Cochran(ELC); Grahame Blair(WLC), John Scott(MLC); Stella Everingham (SBC); John Tyson(CEC); Jim Dustan(SPS); Marjory Frew(Apex); Keith Hastie(Sacro); Claire Gibson (Includem); Angela Ward(Scottish Courts); Sally Crighton(Minutes)
- Apologies Dr Andrew Riley (NHS Borders); Greg Barton(Venture Trust); Graeme Stenhouse(CEC); Gordon McKeand (Scottish Courts); Dr. Sue Ross(ELC) Andrew Lowe(SBC), Colin Anderson(MLC) ACC Neil Richardson(LB Police); John Docherty(NCH); Grainger Falconer & Josephine Mackenzie (Victim Support); Bill Comrie (Crown Office); Michelle Miller(CEC)

**WELCOME**

The Chair welcomed everyone to the Scottish Borders and thanked Scottish Borders Council for arranging the venue.

**1. APOLOGIES**

The Chair advised the meeting of the apologies received.

**2. PREVIOUS MINUTE**

The Minute of the 6<sup>th</sup> December 2007 was noted and accepted.

Decision

Minute of the previous meeting was recorded as an accurate record.

**3. MATTERS ARISING**

**3.1 STANDING ORDERS**

The Chair invited the Chief Officer to provide a verbal update. Mr Hawkes advised that after some research, in particular making reference to public authorities Standing Orders and the relevant COSLA guidance, he had not yet found a replacement paragraph that met with the approval of the local authority Directors. Mr Hawkes requested that this item be carried forward to the next meeting to allow time to gain agreement.

Decision

The Chair instructed the Chief Officer to approach the Directors and other statutory partners to request alternative wording options. Should this not be received by the next meeting, the CJA agreed the Standing Order wording for this specific section will be extracted from the COSLA guidance manual.

### **3.2 MAPPA TABLE TOP EXERCISE**

The Chair invited the Chief Officer to provide a verbal update. Mr Hawkes advised this exercise had been delayed due to changes in Police personnel and the vacancy for a MAPPA Co-ordinator.

#### **3.3.1 FINANCE – Intensive Support Packages**

The Chair invited the Members to note the letter from Wilma Dickson confirming the legality of the use of Section 27 funding for Intensive Support Packages.

#### **3.3.2 FINANCE – Intensive Support Packages**

The Chair invited the Members to note the letter from Henry Snedden confirming local authorities must fund a minimum of 10%, from their Supported Accommodation funding, of the overall cost of any new Intensive Support Package from July 2007.

### **3.4 APEX EMPLOYMENT PROJECT**

The Chair invited the Chief Officer to provide a verbal update on the status of this project. Mr Hawkes relayed a statement that had been provided by APEX, confirming the project had been temporarily postponed and all partner agencies would be kept informed.

### **3.5 DTTO LOWER TARIFF PROJECT**

The Chair invited the Members to note the paper.

#### Decision

The members noted the paper and requested an update at the next meeting.

### **3.6 SCOTTISH PRISON SERVICE – SCHOOLS PROJECT**

The Chair invited Mr Jim Dustan to provide a verbal update on the Schools Project.

Mr Dustan advised the pilot was commencing on 13<sup>th</sup> March 2008 in Gracemount High School and six agencies including the Red Cross and Fire Service were participating in the full day programme.

#### Decision

The CJA requested an update report, including the pilot evaluation detail, for the next meeting.

### **4.1 FINANCE – SECTION 27 BUDGET 2008-2009**

The Chair invited the Chief Officer to present his paper to the members. Mr Hawkes confirmed the CJA are now responsible for the financial management and distribution of this budget. The CJA has no discretion to allocate this budget to anyone other than a local authority. The Scottish Government applies a formula to distribute this budget to the CJAs and the resource allocation within the CJA will be made to support the delivery of the Area Plan.

Mr Hawkes confirmed he had met the members and the local authority Directors since the last meeting and both parties had agreed to the proposals which are being submitted for ratification.

It was noted that the best value review process would be agreed in partnership with all local authorities to introduce a uniform process across all five council areas and would be carried out to provide a more equitable allocation for each service area.

The Chair acknowledged the funding review may make long term planning more difficult for voluntary organisations and it could affect their ability to provide a stable service delivery.

#### Decisions

The CJA approved proposals 4.1 to 4.7 inclusively.

### **4.2 FINANCE - LOTHIAN & BORDERS CJA BUDGET**

The Chair invited the Members to note the paper.

### **5. AREA PLAN 2008-11**

The Chair invited the Chief Officer to provide an update on the paper circulated prior to the meeting and present the proposed generic Reporting format which is to be introduced in all work groups to provide quarterly updates to members.

Mr Hawkes confirmed the launch of the CJA and the Area Plan 2008-11 will take place on the 3<sup>rd</sup> April 2008 and invitations have been issued. The Chairs from all the work groups will be introduced at this event and both regional and local press will be invited.

#### Decision

The CJA formally approved the introduction of the generic Reporting format. The Chair requested the members to support the launch event.

### **6. PENDING REPORTS**

The Chair invited the members to note the paper.

### **7. AOCB**

#### **7.1 COMMUNITY LINKS CENTRE**

The Chair invited Mr Keith Hastie to provide an update on the paper circulated prior to the meeting.

Mr Hastie highlighted his concern that agencies were reporting they had difficulty in providing a resource in the Centre. Mr Hastie advised the Scottish Prison Service (SPS) are currently reviewing the extension of their secondment to the Centre and the Sacro are currently working with the SPS to progress the installation of the Prison Records System (PR2) into the Centre. Mr Hastie concluded by advising the CJA he was in discussion with Glasgow University to undertake an external evaluation of the Centre.

#### Decision

The Chair thanked Mr Hastie for his report.

### **8. DATE OF NEXT MEETING**

City of Edinburgh Council will host the next CJA meeting on 5<sup>th</sup> June 2008 at the City Chambers, Edinburgh. The details of the meeting will be posted on the CJA website [www.cjalb.co.uk](http://www.cjalb.co.uk).