

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

Strathbrock Partnership Centre, Broxburn 6th September 2007

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); Jane Ramsay(ELC), Andrew Lowe(SBC), Colin Anderson(MLC); John Tyson(CEC); Tim Ward(WLC); ACC Neil Richardson(LB Police);Jim Dustan(SPS); Gordon McKeand(Scottish Courts); Phil Mackie(L&B NHS); John Docherty(NCH) Grainger Falconer (Victim Support); Marjory Frew(Apex); Keith Hastie(Sacro); Ian Bell(Includem); Sally Crighton(Minutes)
Apologies	Bill Comrie (Crown Office); Julie Murray (NHS Borders); Michelle Miller(CEC); Claire Gibson(Includem); Jan Cochran(ELC); Grahame Blair(WLC); Greg Barton(Venture Trust)
Observing	Sarah McAllister (L&B NHS); Allison Grubb(MLC)

1. APOLOGIES

Apologies were received from Bill Comrie Crown Office, Julie Murray NHS Borders, Michelle Miller City of Edinburgh Council, Claire Gibson Includem, Jan Cochran East Lothian Council, Grahame Blair West Lothian Council, Greg Barton Venture Trust.

2. PREVIOUS MINUTE

The Minute of the 21st June 2007 was noted and accepted.

Decision

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

3. MATTERS ARISING

3.1 This item is included under item 7.

4. STANDING ORDERS

A paper detailing the Standing Orders as compiled by Cosla for the Community Justice Authorities was discussed and it was agreed they were not readily understandable.

The Chief Officer proposed the Standing Orders be rewritten and approved by the CJA Solicitor in City of Edinburgh Council prior to submission at the next meeting.

Decision

The CJA agreed the Standing Order document be rewritten and submitted to the next meeting by the Chief Officer.

5. FINANCE UPDATE

The Finance paper was tabled and reported on by the Chief Officer.

The Chief Officer advised that the Scottish Executive have agreed how the additional MAPPA and ViSOR funding will be dispersed across the Local Authorities and Lothian & Border Police, with the exception of the proposal for a local guidance manual. The Chief Officer confirmed that this was still under negotiation.

The need for a local guide was supported strongly by Andrew Lowe.

The Chief Officer advised the successful bid for a Training & Development position will be used to sustain the current secondment until March 2008, after which the position will be advertised and recruited on a permanent basis.

Colin Anderson highlighted the significant additional cost that is being incurred through the necessary support and housing of high risk offenders and the potential impact this will have on local authority budgets. The Chief Officer advised the Scottish Executive have introduced a new principle whereby they meet 90% of the cost with the expectation of the Local Authorities meeting the remaining 10% from within the Section 27 Supported Accommodation budget.

6. AREA PLAN 2008-11

The Chief Officer presented the draft Area Plan 2008-11, which had been circulated prior to the meeting. This plan is the result of 6 months consultation with a wide range of partners. There are 3 strategic developments for Lothian & Borders Community Justice Authority – Community Facing Prisons, Young Offenders and the Community Links Centre.

The Chair sought comments from all Members and Partners present at the meeting. The Plan was very well received. The Plan will be submitted to the Scottish Executive by 14th September 2007 and presented by the Chief Officer for scrutiny by the National Advisory Board on 9th October 2007.

Decision

Final comments are to be sent to the CJA Office by Monday 10th September. A final copy of the draft Plan will then be issued to all Partners and consultation groups.

The Chair acknowledged everyone's help in the consultation process and thanked the CJA staff for producing an excellent report.

The Chair requested that an update on the Action Plan be provided to each future CJA meeting by the key partners involved.

7. DIRECTORS REPORT

Tim Ward spoke on behalf of the paper submitted by Grahame Blair. The Chief Officer tabled two responses from the Scottish Executive on this matter.

Decisions

The Chair thanked Tim for the report, which was noted.

8. PROPOSAL FOR FUTURE MEETING DATES

The Chief Officer proposed the future CJA Meetings be held quarterly on the first Thursday of the month.

Decision

It was agreed that the next meeting will be held on Thursday 6th December 2007 and hosted by East Lothian Council. The future dates were agreed as 6th March 2008, 3rd July 2008, 4th September 2008, 4th December 2008. The meetings will be advertised on the CJA website www.cjalb.co.uk.

9. AOCB

9.1 Phil Mackie proposed the table top exercise to establish that all agencies and key personnel are aware of the procedures involved in MAPPa and to ensure the procedures are robust. This exercise will be available for all agencies in 2008.

Decision

The Chair thanked Mr Mackie and gave support to his proposal.

9.2 Keith Hastie provided the meeting with a verbal update on the Community Links Centre and the work that is currently being undertaken.

10. DATE OF NEXT MEETING

Thursday 6th December 2007, Marriage Room, East Lothian Council, Haddington.