

**MINUTE OF THE MEETING OF THE
LOTHIAN & BORDERS COMMUNITY JUSTICE AUTHORITY**
Quayside, Musselburgh, 6th December 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); Dr. Sue Ross(ELC), Andrew Lowe(SBC), Colin Anderson(MLC); Michelle Miller(CEC); Gillian Oghene(WLC); ACC Neil Richardson(LB Police); Jim Dustan(SPS); John Docherty(NCH); Grainger Falconer (Victim Support); Marjory Frew(Apex); Keith Hastie(Sacro); Ian Bell(Includem); Bill Comrie (Crown Office); Sally Crighton(Minutes)
Apologies	Phil Mackie(L&B NHS); Julie Murray (NHS Borders); Jan Cochran(ELC); Grahame Blair(WLC); Tim Ward(WLC);Greg Barton(Venture Trust); Craig Naylor(L&B Police); Graeme Stenhouse(CEC)
Observing	Morag Borowski(MLC)

1. APOLOGIES

The Chair advised the meeting of the apologies received.

2. PREVIOUS MINUTE

The Minute of the 6th September 2007 was noted and accepted.

Decision

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

3. MATTERS ARISING

3.1 **Standing Orders** - This item is included under item 8.

3.2 **Finance Update** – This item is included under item 6.1.

3.3 **Area Plan** - This item is included under item 4.

3.4 MAPPA Table Top Exercise

This exercise was proposed at the previous meeting and Lothian & Borders CJA has agreed to coordinate an area wide exercise in January 2008.

3.5 Dates for Future Meetings

The Chair advised the date of 5th July 2008 detailed at the previous meeting should read 5th June 2008. All members are asked to note this amendment.

3.6 Community Links Centre

The Chair invited Keith Hastie to provide an update and a paper was tabled detailing the progress of key areas within the CLC.

The Chair advised he had been impressed with the enthusiasm of the Sacro staff at the CLC launch event.

The Chief Officer raised concern that referrals were being received mainly from a single source rather than embracing the Prison Links model of engaging a range of agencies. He also noted concern at the reduction in the number of

referrals. Mr Hastie advised they were unsure why this dip in referrals had occurred but self referrals had increased in the same period.

The Chief Officer stressed the importance that is placed on the CLC as it has been adopted by the CJA as its Area of Excellence and if successful has the Governments approval for being rolled out nationally.

4. AREA PLAN 2008-11

The Chair noted the circulated report and invited Mr Hawkes to provide the members with an update. Mr Hawkes advised the Area Plan had been well received by the Scrutiny Panel and the Cabinet Secretary with positive feedback on its structure, degree of information sharing and statistical content. The Cabinet Secretary has requested for three key areas (Performance Measures, Resource Transfer and Lead Responsibility) to be addressed within the Area Plan and for this work to be completed by 25th January 2008. Mr Hawkes confirmed that this work would include all partner organisations and a final version would be circulated prior to submission to the Cabinet Secretary.

Decision

The CJA noted the report and agreed for the Convenor to review and agree the amended plan prior to its submission to the Scottish Government on 25th January 2008.

5. APEX SECONDMENT

The paper proposing the Secondment and the Project Plan were circulated prior to the meeting. The Chair invited the Chief Officer to provide an update.

The Chief Officer advised that Joe Lafferty of APEX will join the CJA on a 6 month secondment to undertake an employment needs audit, within Lothian & Borders. This work will link to a wider national research project that APEX is managing. The CJA are meeting the infrastructure costs, with salary costs being met by APEX. There will be joint line management.

Decision

The CJA approved the six month secondment.

6. MAPPA

6.1 FUNDING

The Chair invited the Chief Officer to provide an update on the paper circulated prior to the meeting.

The Chief Officer confirmed that additional funding has been agreed, following several meetings with the Scottish Executive to meet start up costs and fund a range of mechanisms to deliver MAPPA successfully. There has been consultation throughout this process with all Local Authorities and Lothian & Borders Police. There is a stipulation that invoices must be received for this additional funding. The funding included money for the development of a local procedures manual on the basis that it can be adapted and used nationally. The Chief Officer advised this manual will be at draft stage by the end of December.

6.2 GOVERNANCE

The MAPPA Governance paper was tabled and reported on by ACC Richardson.

ACC Richardson advised that ELBEG were currently questioning and reviewing the proposal that they should be the governing body for MAPPA to mirror the current arrangements they have for Child and Adult protection. ELBEG are due to report on this by March 2008.

It was noted that the Local Authorities have recommended that the Chief Officer Group or similar in each Authority together with the CJA should be responsible for MAPPA governance. Each Authority must retain accountability for its own region and cannot be accountable for any other Authority.

The Chief Officer stressed the importance of SPS within all levels of MAPPA.

It was noted that SWIA together with the Police and SPS inspectorates, will be carrying out a thematic inspection of High Risk Offenders from January 2008.

Decision

The CJA will await the ELBEG report in March 2008.

7. HALF YEARLY FINANCE REPORT

The Chair invited the Chief Officer to provide an update on the tabled paper in the absence of Graeme Stenhouse.

The Chief Officer reaffirmed that it is not within the CJAs remit to investigate the accounts but to be satisfied that there is financial management in place in respect of the Section 27 grant.

The Chief Officer thanked Mr Stenhouse for his hard work in producing the CJA finance paper as it is a significant piece of work which involves changes month on month. The Chief Officer highlighted the areas where the projected figures demonstrated a potential overspend and where the CJA may in terms of governance seek reassurance that the budgeted spend would be achieved.

The Chair was advised of the various mechanisms in place in each Local Authority to manage the budget through staffing and caseload adjustments.

It was noted and agreed by the Chief Officer that the financial data should have been tabled and discussed at the Local Authority Finance Group prior to it being tabled at the CJA meeting.

It was noted that it would be useful to have comparative data on Lothian & Borders CJA allocation and the other CJAs and to seek a response from the Scottish Government on how the allocation is determined.

Decisions

The CJA agreed that the Convenor will write to the Scottish Government to request clarity on the allocation of grant to Lothian & Borders CJA and other CJAs.

The CJA requested that the Chief Officer obtain further financial information regarding previous years financial reporting and any seasonal trends.

8. STANDING ORDERS

The Chair noted the revised Standing Order document which was circulated prior to the meeting and asked for comments.

Ms Miller requested the inclusion of criteria for when partner agencies and the public may be excluded from the CJA meeting (ref. section 2.5). The Chief Officer advised that he will provide a revised paragraph for the next CJA meeting.

Decision

The CJA agreed to the revised Standing Orders with a further review of Section 2.5 to be undertaken at the next meeting.

9. COMMUNITY OUTCOMES – SCHOOLS

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

The pilot has been adapted from the English Prison Service ‘Prison Me No Way Project’, which was felt to be inappropriate for use in Scotland. The pilot is being led by Craig Mercer, HMP Edinburgh with full consultation of partner agencies. Targeted at 13-14 year olds, the programme is over one day, using cognitive engagement & interactive scenarios. The evaluation is done using Qizdom which is a proven evaluation tool for this age group.

Partial funding for the pilot has been received from South East Partnership Community Safety Forum. If successful it may be possible to adapt the English model where each school provides funding for the programme.

It was noted that the terminology ‘Persistent Young Offender’ used in 2005/06 statistics is no longer viewed as appropriate.

Decision

The Chair thanked Mr Dustan for his report which received wide support from the meeting.

The CJA agreed to review the project at the June 2008 meeting.

10. SECTION 27 GRANT – 10% Supported Accommodation Requirement

The Chair invited the Chief Office to provide an update on the current position regarding the cost of supported accommodation for MAPPA 3 clients.

The Chief Officer advised that there is a significant cost associated with MAPPA 3 high risk offenders, in respect of enhanced supported accommodation and services. There is a question on whether the Supported Accommodation Section 27 grant can be used in this way as it is a specific service delivery for high risk offenders. The Government’s position is it will meet 90% of the costs with the expectation that the Local Authority will meet the remaining 10%.

The Chief Officer confirmed that he has raised this issue with the Justice Division and it is currently with their lawyers, for consideration.

Decision

The CJA thanked the Chief Officer for raising this issue and requested an update once a reply was received from the Government.

11. DTTO

The Chair invited the Chief Officer to provide an update on the circulated paper.

Lothian & Borders has been chosen to pilot the provision of DTTO to lower tariff offenders through the Sheriff and Justice Courts. The first meeting is scheduled for 12th December and will include all areas within Lothian & Borders.

It was noted that the pilot may impact on the Community Work Order project.

Decision

The CJA noted the report and agreed the formation of a project group.

The Chair requested the Chief Officer to provide an update to the March 2008 meeting.

12. CJA LAUNCH

The Chair invited the Chief Officer to provide an update on the circulated paper.

The Chief Officer advised he had received a letter from the Cabinet Secretary stating he is unable to attend the Launch event. Cosla has now been approached to ask if they would attend and participate in the formal launch.

A provisional date of 12th February was agreed.

Decision

The CJA agreed the plan, budget and guest list for the event.

13. AOCB – None

14. DATE OF NEXT MEETING

Scottish Borders will host the next CJA meeting on 6th March 2008. Details of the venue will be circulated prior to the next meeting and will be posted on the CJA website www.cjalb.co.uk.

City of Edinburgh will host the CJA meeting on 5th June 2008.

The Chair wished everyone a happy festive season.