

East Lothian Partnership

**EAST LOTHIAN COMMUNITY JUSTICE**  
Local Outcome Improvement Plan 2017-2020



**COMMUNITIES**  
VALUES, BELIEFS AND THINKING **SUPPORT**  
**ACCOUNTABILITY** EFFECTIVE INTERVENTIONS  
HEALTH **INCLUSION** LIFE CHANCES  
EARLY INTERVENTION **HOUSING**  
LEARNING EMOTIONAL WELLBEING  
**EVIDENCE** VICTIMS PARTNERS  
EMPLOYMENT **RESPECT**  
REINTEGRATION

**ACTION NOTE OF THE COMMUNITY JUSTICE PARTNERSHIP**  
**23 November 2017,**  
**Meikle Room, Town House, Haddington**

**Partnership Members Present**

1. Chair Sharon Saunders Head of Children's and Adult Services
2. Matthew Paden, Local Area Commander Police Scotland
3. Donald Lumsden, Skills Development Scotland
4. Fiona Duncan, Chair, CSWO and Service Manager Adults Statutory Services
5. David Abernethy, Governor, Edinburgh Prison
6. Steven Gourlay, Fire and Rescue Service Scotland
7. Susan Goldsmith, Director of Projects, NHS Lothian

**Also in attendance**

8. Kate Ralton, Policy Officer, Policy and Improvement

**Apologies**

9. Fiona O'Donnell , IJB representative

Item no.	Decisions/ Actions	Action By
1	<p><b>Welcome</b></p> <p>SS welcomed everyone to the 1<sup>st</sup> meeting of the CJP and provided context as to the function and formation of the Partnership, its position within EL community planning reporting to the East Lothian Partnership (ELP), supported by the Reducing Reoffending Group. SS thanks everyone for their commitment to the CJP and for their willingness to represent their agency in this community planning arena. SS advised that ELP had remitted SS, as Head of Children and Adult Services within the EL Health &amp; Social Care Partnership to Chair the partnership. Members confirmed that they were content for SS to be confirmed as Chair of the Partnership. The meeting continued with SS as Chair.</p>	
2	<p><b>Community Justice Partnership</b></p> <p>SS contextualised the work of the CJP by reference to the East Lothian Plan and in particular to the recently approved Community Justice Local Outcome Improvement Plan (CJ LOIP) , emphasising the significant partnership working required to deliver on the priorities and commitments within the plan. Reference was made to the Reducing Reoffending Group (RRG), the operational multi-agency action and delivery group collaborating over the day to day implementation of the actions contained within the CJ LOIP. The RRG will report to the CJP, with the group's Minutes being submitted for information and to inform onward priority and direction from the CJP to the RRG. The RRG is currently Chaired by Fiona Duncan, Group Services Manager Adult Statutory Services and Chief Social Work Officer.</p>	

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3	<p><b>Group Membership and Remit</b></p> <p>FD reminded the Partnership that the Fiscal Service has moved to be centrally operated and they cannot be permanently represented on every CJP FD will meet the fiscals service regularly. The Fiscals Service has set up regional groups - Reports will be made to the Reducing Reoffending Group on progress which will then feed into CJP.</p> <p>Having confirmed appointment of SS as Chair of the CJP, it was agreed that SS would continue to Chair for 12 months and Matt Paden, EL Police Area Commander, would be Vice/Deputy Chair and in turn would Chair for the following 12 months.</p> <p>Discussion progressed reviewing the draft Terms of Reference for the CJP. It was noted that Community Justice Scotland have published their draft Corporate Plan 2017-20, including a communications plan, which the CJP should consider in finalising the Terms of Reference for the CJP.</p> <p>The CJP asked that:</p> <ul style="list-style-type: none"> <li>&gt; a short vision statement for the CJP be added in to the Terms of Reference</li> <li>&gt; a visual /logo' for the CJP be developed, building upon the logo on the front of the CJ LOIP</li> <li>&gt; membership for the CJP be amended and invitations sent to Employability Services e.g East Lothian Works/Economic Development, Housing Services, Victim Support Services and Community Partnership/Area Partnerships</li> <li>&gt; membership for the RRG be amended to include representation from SCRA, DWP and the Fiscal Service.</li> </ul> <p>CJP agreed to meet 3 times in 12 months and to review membership on a regular basis, inviting specific services to attend pertinent to agenda topics and areas of focus.</p> <p>The Partnership acknowledged that whilst the reporting line for the CJP is to ELP, the Integration Joint Board (IJB) for Health and Social Care has direct responsibility for Criminal Justice Services in East Lothian and so the Minutes of the CJP will be reported to both the ELP and the IJB.</p>	
	<p><b>Action</b></p> <p>Invite SCRA, DWP and the Fiscal to be represented within RRG. Seek representation as members of the CJP from Housing, Employability, Victim Support, Area partnerships.</p>	<p>FD KR/SS</p>

	<p>Conduct initial rework draft terms of reference, for circulation and comment within 2 weeks of circulation.</p>	<p><b>KR</b></p>
	<p><b>Community Justice Local Outcome Improvement Plan Update</b></p> <p>The CJ LOIP was discussed. FD advised that the improvement plan within the LOIP has been embedded within the work of the RRG, with lead agency/officers identified for each action. FD reported that collaborative working and partner engagement over the RRG work has been very positive. Henceforth, the Minutes of the RRG will be reported to the CJP.</p> <p>CJP discussed the overview of performance relating to community justice and noted the need to establish a relevant performance and outcomes reporting framework as a priority; whilst reflecting that key indicators are already reported in single agency arenas. CJP asked that benchmarking be undertaken to review performance reporting being undertaken by other Partnerships and to collate an overview of relevant community justice data already collected/reported by agencies. This would then inform a further discussion enabling CJP to take a view on the relevant scope and scale of partnership performance data to be reported upon, to support and evidence delivery of the CJ LOIP outcomes sought.</p>	

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	<p><b>Resources</b></p> <p>A discussion relating to the collective resourcing of community justice work took place. CJP members reflected that single agencies have clear resource allocation that supports delivery of collaborative community partnership working on community justice e.g. local Police workforce, local Antisocial Behaviour Community Warden Service, local Criminal Justice Social Work Service. CJP took the view that the co-ordination and use of locally available resources around priorities within the CJ LOIP generated opportunity for increased collaboration. Acknowledgement of programmes and initiatives around prevention, including in the Fire and Rescue Services, were viewed as positive key local assets. CJP wished to review and map available community based resources, to both evidence available community capacity and to aid the Partnership's onward work and collaboration over early intervention and prevention in community justice.</p> <p><b>Action</b></p> <p>Map local community resources and report to next meeting.</p>	<p><b>MP</b></p>
	<p><b>Communication</b></p> <p>Local work has been done to promote community justice e.g. unpaid work communications work. A communications plan is needed. It was agreed that time would be spent at the next CJP meeting to focus on the key components of our communications to then develop the communications plan and finalise 'branding' of community justice which had been used in the production of the CJLOIP. It was noted that the ELC website is under review and due to go live in Feb 2018, and so Community Justice could have a dedicated community page – this is to be explored as part of the communications plan.</p> <p><b>Action</b></p> <p>Invite Communication representative to next meeting.</p>	<p><b>KR</b></p>
	<p><b>Action</b></p> <p>Collate current information relating readily available to and in East Lothian.</p> <p>Review and report on relevant prison-related performance data including relevant Police, NHS and SCRA performance reporting frameworks.</p> <p>Link to AM NHSL for performance information and Phil Conaglen for health inequalities.</p>	<p><b>KR</b></p> <p><b>MP</b></p> <p><b>SG</b></p>

	<p><b>Information Sharing</b></p> <p>CJP noted all reports distributed. In future the link to agenda reports will be attached rather than the actual report itself.</p> <p>Reports shared at today's meeting for information, and for discussion of any relevant aspects relating to CJP in EL, were:</p> <ul style="list-style-type: none"> <li>&gt; Multiagency Public Protection Arrangements – Annual Report 2016-17</li> <li>&gt; Community Payback Order Annual Report ELC 2016/17</li> <li>&gt; HM Chief Inspector's Annual Report 2016/17</li> <li>&gt; Chief Social Work Officers Report – ELC 2016/17.</li> <li>&gt; Community Justice Scotland – Corporate Plan (Draft) August 2017</li> </ul> <p>Members discussed the MAPPA report, operational structure and its emphasis on multi-agency working - which is viewed as an improvement on previous arrangements - it has helped to provide responses to meet specific needs of offenders, some higher risk, in a relatively small authority and geographic area though some practical issues still exist e.g. placing of some offenders. Partners noted particular issues for future discussions relating to housing for sex offenders and to employment opportunities for ex-offenders.</p> <p>DA referenced the recently published Sustainable Housing Report from SPS and suggested it would be appropriate to have focussed discussion on this at a future meeting.</p> <p>It was viewed that the Community Payback Order report reflects good work undertaken by the Criminal Justice and Unpaid Work Teams and reflects some of the positive changes that can result in the lives of people under community payback orders.</p> <p>Partners agreed to send in links to documents to be referenced in future meetings – these will be shared as and when they are received and referenced with the link detail in the next CJP agenda.</p> <p><b>Action:</b> SPS Sustainable Housing Report in a web link and distribute to members.</p>	<p>KR</p>
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	<p><b>Next Community Justice Partnership Meeting – Proposed Agenda Items</b></p> <p>Communications for CJP  Service mapping early intervention and prevention  Existing performance data  Housing for Ex-Offenders</p>	
	<p><b>Any Other Business</b></p> <p>ELP Review of Community Planning in East Lothian – Partners recognised and wished for efficiency in meetings, to ensure minimal duplication and to enable focussed partnership direction and activity. Partners agreed that individual agency responses will be sent in to comment on the partnership review.</p>	<p><b>ALL</b></p>

**Date of Next Meeting**

**Tuesday 20 February 2018  
10 am HMP Edinburgh**