

East Lothian Community Justices Partnerships Approach to Self Evaluation and Validation

Purpose of the Self-evaluation and Validation process:

The aim of this process is to build capacity among community justice partnerships to quality assure their own work and use the insights gained to plan and implement improvements. The improvements found in this process will be included in the 2020 Local Outcome Improvement Plan for East Lothian's Community Justice Partnership.

Lead Team: Community Justice Coordinator (Steph Kerr), CJP Chair (AC Neil Mitchell), Group Service Manager (Trish Carlyle), Planning & Performance Manager (Carol Jenner) and Criminal Justice Service Manager (Julie Morton).

Key Partners:

ELC: Chief Executive (Angela Leitch) Education (Lesley Brown), Children's Services (Judith Tait), Youth Justice (Jenn Fraser), Elected Members (Jim Goodfellow & Fiona O'Donnell), Criminal Justice SW (Stuart Milnes), Connected Communities (Sharon Saunders & Caitlin McCorry), Housing Options (James Coutts & Nicky Sandford), CLD (Caitlin McCorry), NHS LOTHIAN Public Health (Phil Conaglen) and Mental Health & Substance Misuse (Nicky Cochrane)

Police Scotland (Lynn Black), Scottish Fire & Rescue Service (Stephen Gourlay), Scottish Prison Service (David Abernethy), Skills Development Scotland (Emma Matthews), H&SCP (Trish Carlyle), 3rd Sector Partners: Strive (Elliot Stark),

Others with an interest:

ELC: Education/ EL Works (Neil Craik-Collins), Adult SW (Rod McKenzie), CLD Youth Work (Gordon Horsburgh), Public Protection (Matt Paden), Protective Services (Derek Oliver), Communications Team (Stewart Cooper), MELDAP (Martin Bonnar), Access to Industry (Adele Hill), SACRO (Gavin Philips), The Ridge (Gill Last)

DWP (Catherine Davidson), Social Security Scotland (David Gibb), COPFs (Laura Buchan)

Evaluation Methodology:

4 Step Process and a 6 Point Scale

The 4 Step Process is:

1. Partners can address the quality indicators by making a confidence statement based on the assessment of their performance under each of the quality indicators. This would include what they see as strengths and areas for improvement.

2. In doing this, partners need to consider what evidence they have to support their performance statement. As part of the self-evaluation partners should not have to find, develop, create new evidence as they should draw on what is already in existence.

If there is an absence of evidence to support the statement made then they may wish to reconsider and reflect on the veracity of the confidence statement. By considering what evidence there is to support the confidence statement, partners can reflect and amend step one as appropriate.

3. Once the process has been completed, partners can apply an evaluation using the illustrations and the six point scale as a guiding reference.

4. An action plan or improvement plan can be drawn up to take forward improvement actions that come from the self-evaluation.

The six point scale is:

Level 6 Excellent Outstanding or sector leading

Level 5 Very Good Major strengths

Level 4 Good Important strengths with areas for improvement

Level 3 Adequate Strengths just outweigh weaknesses

Level 2 Weak Important weaknesses

Level 1 Unsatisfactory Major weaknesses

We will also be using 3 key self-evaluation questions throughout this process:

1. How good are we now?
2. How do we know?
3. How good can we be?

And the 3 Quality Indicators that are Inspectorate validating are:

6.2 planning and delivering services in a collaborative way

8.1 effective use and management of resources

9.2 Leadership of strategy and direction

Community Engagement and Communication Plan:

Note, a separate plan to this has been devised

Self-evaluation Time line	Activity	Date	with
	1. Briefing from the Care Inspectorate		CJP – all key partners
	2. Community Justice Partnership meeting	07-Nov	CJP – all key partners
	3. 3 questions template - key partners to complete and return for their service.	13-Nov	CJP – all key partners
	4. Community Justice Partnership Self Evaluation Development day - AM for all key partners and others with an interest - PM all key partners	18-Nov	CJP – all key partners and others with an interest
	5. Deliver Communication & Engagement Plan	01-Nov until 29-Nov	All key partners and others with an interest
	6. Follow up activity “agreeing the confidence statements” all key partners – electronic invites still need to be sent out but details are 17 th December, 2-4pm John Muir House,	17-Dec	CJP – all key partners
Stage 2 - Submission of self-evaluation and supporting evidence	7. Submission deadline	22-Jan	
Stage 3 - Validation activity (wk. beg 10/02/2020)	8. Focus groups and interviews with key partners and others with an interest (visits to programmes/ activities) - Community Justice Partnership Focus Group (11 th Feb)	10-Feb - 14-Feb	CJP – all key partners and others with an interest
	9. CJP Meeting	11-Feb	CJP – all key partners
Stage 4 - Validation letter	10. End of process	14-Mar	

Definition of:

- Key Partners: Members of the Community Justice Partnership
- Others with an interest: Members of the workstreams and other 3rd sector groups that provide services to people with lived experience of the community justice system
- Communities of interest: Community groups with an interest in community justice

Useful links:

[A guide to self-evaluation for Community Justice in Scotland](#) – this details the quality indicators, the model and the resulting illustrations on how good our community justice partnership/ services are. Linked with this is the [Useful information and quick tips for using the self-evaluation guide](#).

The Reports from other local authority areas that have also gone through the process: <https://www.careinspectorate.com/index.php/publications-statistics/114-inspection-reports-local-authority/justice/supported-and-validated-self-evaluation-of-community-justice-in-scotland>

The statutory partners: local authorities, health boards, Police Scotland, Scottish Fire and Rescue Service (SFRS), Skills Development Scotland (SDS), integration joint boards (IJBs), Scottish Courts and Tribunals Service (SCTS) and; Scottish Ministers (in practice, the Scottish Prison Service, the Crown Office and Procurator Fiscal Service

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