

**Advancing the Whole System Approach  
Implementation Group  
March 10, 2016  
COPFS Conference Room 1**

<b>In Attendance:</b> David Harvie, Procurator Fiscal, West of Scotland (Chair), Stewart Simpson, Secretariat Paul Main, Police Scotland, Paul Beaton, COPFS, Neil Hunter, SCRA, Neil Mitchell, SCRA, Tom McNamara, SG, Tom Halpin, Sean McKendrick, SW Scotland, Hannah Keates, SG; Diane Dobie, NYJAG; Grace Fletcher, East Ayrshire		
<b>Apologies:</b> Michelle Burman, University of Glasgow; Sean McKendrick, SW Scotland; Sally Loudon, Argyll & Bute Council; Clelland Sneddon, Argyll & Bute Council; David Doris, SG; Liz Murdoch, SG; Fiona Dyer, CYCJ		
	<b>Agenda Item</b>	<b>Notes of Discussion</b>
1	<b>Welcome and introductions (NH)</b>	The Chair welcomed all attendees to the meeting of the Group. TH and PM were welcomed to the group.
2	<b>Previous Minutes and Matters Arising</b>	DH advised that discussion will take place regards overlap with Workforce Capacity group in advance of the next YJIB
3	<b>Workplan</b>	<p>The Chair highlighted the discussion at the previous meeting regarding the need to consider options for quick return and longer term priorities.</p> <p>The group viewed that understanding evidence based interventions used within EEI, Diversion from Prosecution and Alternatives to secure care and custody would form a significant proportion of the work of the group in enhancing practice. The development of an information gathering tool will allow the “chunking” of diversionary work to understand good EEI practice.</p> <p>Discussion took place regards diversion and work that would assist the increase of diversion from prosecution. DH will monitor decision making by COPFS staff through a monthly read out.</p>

		<p>In relation to maximising the use of Diversion, COPFS will outline the meaning of “exceptional circumstances” for those YP’s on CSO for the next group meeting.</p> <p>PM discussion that he was aware that there was a lack of clarity around the use of RPW’s and whilst this should have enhanced EEI practice both Police and partners need some education work on how this can/should be used effectively. A Police event looking at YJ matters has been held. This event helped establish good practice examples that exist and where consistency across Police decision making may be possible.</p> <p>Discussion also took place regards longer term options including the need longer term, to revise the EEI core elements taking into account CYP Act and learning from it based on Pilots taking place and in light of the roll out of RPW’s.</p> <p><b>Action:</b> PM to update on Police learning and actions from YJ event.</p> <p>Discussion took place regards COPFS defining “exceptional circumstances” for those on CSO.</p> <p><b>Action:</b> COPFS to provide a paper on the meaning of this for the next group meeting.</p> <p>There followed a discussion in relation to the approach to bail for 16 and 17 year olds.</p> <p><b>Action:</b> COPFS to provide an update on approach to bail in relation to young people who offend at <b>next meeting</b>.</p> <p>The Group noted that current CYCJ work on secure care outcomes will assist in identifying community alternatives and inform future discussions.</p>
4.	<b>Upskilling</b>	<p>The first upskilling session will be held at COPFS offices on April 22. SS advised that Tom Philliben will discuss his experience of chairing the high risk Champions Group and share the group’s achievements.</p> <p>Fiona Dyer will provide an overview of WSA and Fern Gillon will discuss her research on EEI as part of her PHD.</p>

<p>5.</p>	<p><b>East Ayrshire Pilot</b></p>	<p>GF provided East Ayrshire's experiences from their EEI pilot. This pilot focussed on the Named Person co-ordinating referrals from a small learning community. GF advised that there was some apprehension from teaching staff in advance, however, it became clear that the number of Police concern forms received was low and manageable.</p> <p>GF advised that learning from the pilot included; quicker responses to referrals, the continued role of EEI co-ordinator was helpful in sharing information regards referrals to social work and concerns highlighted that could be addressed by universal services were dealt with promptly and prevented escalation.</p> <p>Issues highlighted from the pilot to date included;</p> <ul style="list-style-type: none"> <li>- School attended is not currently a mandatory field meaning referrals did not always reach the learning community.</li> <li>-Need for clarity regarding storing and retention of information</li> <li>-Sharing information across Named Person's where multiple siblings</li> <li>-Named Person not sharing information with social work when YP referred to PF</li> <li>-Need to share information across different Named Person's when several YP's involved in an incident.</li> <li>-Concern forms and crime reports were received at different times leading to confusion as to whether an incident had been dealt with.</li> </ul> <p><b>Action:</b> PM to check that Police IT systems have been updated with School attended a mandatory field.</p>
<p>6.</p>	<p><b>Impact on SCRA/COPFS Joint Protocol</b></p>	<p>NM presented update data on Joint report cases to SCRA/COPFS. It was noted that there had been a significant increase in cases dealt with by SCRA as opposed to COPFS for 16/17yr olds.</p> <p>It was noted that there were examples of offences that could be dealt with under EEI being jointly referred.</p> <p>One area to be addressed was in relation to decision making with many cases taking more than 40 working days. NM advised that this is being addressed and is anticipated to reduce.</p> <p>The group agreed that it remains early days with regards to the new protocol and its impact and effectiveness will require to be monitored by the group.</p>

CYCJ is funded by the Scottish Government and hosted by the University of Strathclyde.

		Action: Impact of Joint protocol to be reviewed quarterly by group.
7.	<b>Diversion from prosecution</b>	This item was not discussed.
8.	<b>Young People at Court paper</b>	This item was not discussed and will be included in the agenda for the next meeting.
9.	<b>Harvesting Polmont data</b>	The Chair noted that with regards to Polmont data, the majority of young people in Polmont are currently on remand. It was agreed that the issues for this should be considered at the next meeting.

10.	<b>Membership</b>	It was noted that there remain a number of absentees from the group. It was agreed that membership from Health, research and Local Authorities was important and will be monitored by the group.
11.	<b>Chair's Report</b>	<p>The Chair advised that there is an expectation that the group will have a clear action plan to discuss at the next YJIB on March 23.</p> <p><b>Action:</b> SS to populate WSA group action plan with short and longer term actions in advance of the YJOB meeting.</p>

**Date of next meeting:** June 9, 9.30am at COPFS office, 10 Ballater Street, Glasgow

**Date of Upskilling Meeting:** April 22, 9.30am at PFO Glasgow.