

## Developing Capacity and Improvement Group, February 21 2017

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| <b>In Attendance:</b><br>Phil Denning (Education Scotland): Chair; Jim Devoy (Police Scotland); David Doris (Scottish Government); Karen Dyball (Glasgow City Council); Carole Murphy (CYCJ): Minutes; Jim Crawford (Secure Care); Jenny Leishman (Justice and Analytical Services); Grace Fletcher (NYJAG); Brian Reid (Police Scotland); Elaine Adams (CELCIS). |   |  |
| <b>Apologies:</b><br>Ann Kivlin (Education Scotland); Joanne McMeeking (CELCIS); Fiona Dyer (CYCJ); Paul Beaton (COPFS); Boyd McAdam(CHS); Liz Murdoch (Scottish Government); Gillian Lithgow (Youthlink Scotland); Alona Murray (Education Scotland); Linda Irvine (NHS); Claire Wilson (Care Inspectorate).   |   |  |
|   | <b>Agenda Item</b>  | <b>Notes of Discussion</b>   |
| <b>1</b>  | <b>Welcome, introductions and notes from previous meeting</b> | Introductions were made and Elaine Adams was welcomed to the group.<br><br>Minutes from the previous meeting were approved.  |
| <b>Actions</b>  | <b>By Whom</b>  | <b>Status</b>  |
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|   | <b>Agenda Item</b>  | <b>Notes of Discussion</b>   |
| <b>2</b>  | <b>Review of previous actions</b>                             | Previous actions carried out with the following exceptions:<br><br><i>Joanne to e-mail useful information on learning principles. Elaine will take forward.</i><br><br><i>To link Police data team and Phil in order to contribute to revamping of the shared risk assessment. This action is on hold until there is clarity about the data required on back of performance framework development.</i> |
| <b>Actions</b>  | <b>By Whom</b>  | <b>Status</b>  |
| <b>a)</b>   | <b>EA</b>   | Elaine will forward information on learning principles.  |
|   | <b>Agenda Item</b>  | <b>Notes of Discussion</b>   |
| <b>3</b>  | <b>Update from YJIB</b>                                       | At the last YJIB meeting there were discussions about the future chair given that Robert Marshall is moving to a different post. Confirmation is still awaited on who the chair will be. A joint session with the Justice Board and the Youth Justice Board is to be held on the 5 <sup>th</sup> May to explore lessons from the WSA and future opportunities.   |
| <b>Actions</b>  | <b>By Whom</b>  | <b>Status</b>  |

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|                | <b>Agenda Item</b>                   | <b>Notes of Discussion</b>  |
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| 4              | <b>YJIB – Supporting integration</b> | <p>David presented his paper, which was developed following the last YJIB meeting where it was suggested that a contextualisation paper be developed to highlight the priorities in the Youth Justice strategy and help with community planning e.g. Childrens Services plans and Community Justice plans. This paper is intended to provide follow up support on the back of the letter that Robert sent to local authority partners.</p> <p>It was agreed that the paper was a helpful contextualisation and would be a useful starting paper to help with planning. It was suggested that there be more focus on what is specific / unique to youth justice, more emphasis on reinforcing links to GIRFEC, a link with the ACES research, and that it is shortened to make it more accessible. There was a discussion as to how this paper fits with the performance framework and it was agreed that Phil would work with David on this.</p> <p>It was agreed that David would make suggested changes and that the draft paper could be shared at upcoming planning meetings.</p> |
| <b>Actions</b> | <b>By Whom</b>                       | <b>Status</b>   |
|                | <b>All</b>                           | Provide comments to David by 28 <sup>th</sup> February.   |
|                | <b>PD &amp; DD</b>                   | Work on paper to ensure fit with performance framework.   |
|                | <b>Agenda item</b>                   | <b>Notes of discussion</b>  |
| 5              | <b>Performance framework</b>         | <p>The draft performance framework and self-evaluation tool developed by the Data Improvement Group were presented and comments sought. Overall, the direction of travel was agreed and it was highlighted that the activity section was helpful so that all staff should be able to see their role in contributing to outcomes. Suggested amendments included specifically using GIRFEC language in relation to outcomes, ensuring the activity focus is on what is unique to youth justice performance over and above the children and families workforce in</p>  |

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|                |   | general e.g. risk of future harm, and thinking about some of the language used i.e. activities – contributions.   |
| <b>Actions</b> | <b>By Whom</b>  | <b>Status</b>   |
|                | <b>CM &amp; JL</b>  | Further develop the performance framework and self-evaluation tool taking account of comments. Develop a template and ask specific members of the Data Improvement Group to contribute to activities for each of the intermediate outcomes for their specific area. |
|                | <b>PD</b>   | Phil to share draft with Robert and get feedback.   |
|                | <b>PD</b>   | Phil to present the work in progress to the YJIB.   |
|                | <b>Agenda Item</b>  | <b>Notes of Discussion</b>  |
| <b>6</b>       | <b>Review of the National Performance Framework's National Outcomes</b> | Due to lack of time this was put back for discussion at next meeting.   |
| <b>Actions</b> | <b>By Whom</b>  | <b>Status</b>   |
|                | <b>CM</b>   | Put on agenda for next meeting.   |
|                | <b>Agenda Item</b>  |   |
| <b>7</b>       | <b>Residential Child Care Workers - qualification</b>                   | Due to lack of time this was put back for discussion at next meeting.   |
| <b>Actions</b> | <b>By Whom</b>  | <b>Status</b>   |
|                | <b>CM</b>   | Put on agenda for next meeting.   |
|                | <b>Agenda Item</b>  |   |
| <b>8</b>       | <b>AOCB</b>   | No AOCB raised.   |
| <b>Actions</b> | <b>By Whom</b>  | <b>Status</b>   |
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|                | <b>Agenda Item</b>  |   |
| <b>9</b>       | <b>Date of next meeting</b>   | Next meeting to be arranged at the end of April.  |
| <b>Actions</b> | <b>By Whom</b>  | <b>Status</b>   |
|                | <b>CM</b>   | To organise next meeting date.  |