

Developing Capacity and Improvement Implementation Group

Meeting note: May 14, 2019

In Attendance:

Grace Fletcher (NYJAG): Vice Chair; Carole Murphy (CYCJ): Note taker; Linda Grierson (SSSC); Jenny Leishman (Justice Analytical Services); Elaine Adams (CELCIS); Jill McAfee (SCRA); Kristina Moodie (CYCJ); Mark Crawford (Edinburgh City); Liz Murdoch (Scottish Government); Richard Gillespie (Glasgow City); Peter Imrie (Scottish Government); Michael Beardmore (Children's Hearing Scotland); Gillian Lithgow (YouthLink Scotland).

Apologies:

Tracey McFall (Turning Point): Chair; Gill Robinson (Scottish Prison Service); Fiona Dyer (CYCJ); David Scott (Community Justice Scotland); Gael Cochrane (Community Justice Scotland); Boyd McAdam (CHS); Janine McGowan (Scottish Government); Katie Lamb (Care Inspectorate); Liz Simpson (Glasgow City); Nicola Dickie (COSLA); Laura Crossan (Police Scotland); Jim Crawford (Secure Care).

	Agenda Item	Notes of Discussion
1	Welcome and apologies	Introductions were made and everyone welcomed.

Actions:

	Agenda Item	Notes of Discussion
2	Note of meeting and review of previous actions	<p>Note of previous meeting was agreed. Actions updated:</p> <p>All: to provide feedback on knowledge and skills matrix. Complete.</p> <p>JD: Take back to those leading on reviewing police standards and the probationer training course. Following the delays that Brexit created, the Children and Young People Team are again working with Probationer Training, Hub Staff and Community Safety Staff with a view to reviewing current training in respect of Youth Justice and Trauma. This has a timeline of being implemented for the delivery of the first updated course anticipated to take place in early 2020. Complete.</p> <p>LM: To ensure progress with APS this financial year. Accrued to this year – complete.</p>

		<p>LM & CM: Ensure monitoring of use of the on-line tool is on the agenda for the meeting with APS. Complete.</p> <p>TM: To follow up on health representation. Carry over.</p> <p>LG: To send out the link to 'Step into Leadership' product to the group. Complete.</p> <p>All: Comment on draft communication plan when circulated. Complete.</p> <p>LG: Send out link to NOS Navigator and skills sets. Complete.</p> <p>All: Send views on whether a specific youth justice skills set is required to LG & CM. Ongoing – agreed that GF & EA to meet with LG to discuss.</p> <p>CM: To meet up with group members regarding more localised data. Not complete - Agreed that CM would draft database of ideal data to be captured by LA's and shared at NYJAG meeting. GF to add to NYJAG agenda.</p> <p>TM: To circulate adult H&SC data framework if possible. Carry over.</p> <p>JL & LM: To contact Local Authority social work statisticians group in C&F analytical services and find out what data is currently available. Carry over – to identify what data is gathered.</p> <p>LM: To raise lack of membership from SWS, COPFS and Education Scotland with YJIB. Representatives requested - Carry over.</p> <p>LS: To provide TM with AB's e-mail. Complete.</p> <p>TM: To invite AB to join the group. Carry over.</p> <p>GF: To ask a group of care leavers whether they would be willing to provide feedback on the tool. Carry over.</p> <p>TM: To share most up to date tool with EW and get views. Carry over.</p> <p>JL: To send the basic data framework out to the group for comment. Complete.</p> <p>All: To give feedback on content and format of data framework. Carry over.</p>
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		<p>CM: To add CARM data to information on serious incident reviews and e-mail it. Completed.</p> <p>TM: To discuss concerns with NH and discuss joint paper/letter to YJIB. Complete.</p> <p>DS: To circulate the business plan once complete. Carry over.</p> <p>LG: To check out any themes from the research on YJ and share. Report on post qualifying learning for social work is in draft form. Will send on when finalised.</p> <p>LG: To enquire whether SSSC have plans to look at the use of unregulated social work assistants in childrens services. Social work assistants were one of several categories of staff recommended to be registered. Recommendations sitting with Scottish Government.</p> <p>TM: To link in with IC's team about social work assistants being unregulated. Carry over.</p> <p>BM: To share the link to the Learning Academy 2019. MB to send out link.</p> <p>CM: To send out workforce development approach again for the group to populate the knowledge and skills development opportunities. Complete.</p> <p>All: To populate the knowledge and skills development opportunities. Complete.</p> <p>CM: To circulate the draft communication plan. Complete.</p> <p>All: To comment / make changes to the communication plan. Complete.</p> <p>GF: To speak to her team and young People about conference workshop. Carry over.</p> <p>CM: To circulate flyer. Complete.</p>
<p>Actions:</p> <p>TM: To follow up on health representation. Carry over.</p> <p>All: Send views on whether a specific youth justice skills set is required to LG & CM. Ongoing – agreed that GF & EA to meet with LG to discuss.</p> <p>CM: To meet up with group members regarding more localised data. Not complete - Agreed that CM would draft database of ideal data to be captured by LA's and shared at NYJAG meeting. GF to add to NYJAG agenda.</p>		

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TM: To circulate adult H&SC data framework if possible. **Carry over.**

JL & LM: To contact Local Authority social work statisticians group in C&F analytical services and find out what data is currently available. **Carry over – to identify what data is gathered.**

LM: To raise lack of membership from SWS, COPFS and Education Scotland with YJIB. **Representatives requested - Carry over.**

TM: To invite AB to join the group. **Carry over.**

GF: To ask a group of care leavers whether they would be willing to provide feedback on the tool. **Carry over.**

TM: To share most up to date tool with EW and get views. **Carry over.**

All: To give feedback on content and format of data framework. **Carry over.**

DS: To circulate the business plan once complete. **Carry over.**

LG: To check out any themes from the research on YJ and share. **Report on post qualifying learning for social work is in draft form. Will send on when finalised.**

LG: To enquire whether SSSC have plans to look at the use of unregulated social work assistants in childrens services. **Social work assistants were one of several categories of staff recommended to be registered. Recommendations sitting with Scottish Government.**

TM: To link in with IC's team about social work assistants being unregulated. **Carry over.**

BM: To share the link to the Learning Academy 2019. **MB to send out link.**

GF: To speak to her team and young People about conference workshop. **Carry over.**

	Agenda Item	Notes of Discussion
3	Update from YJIB	<p>Last YJIB meeting was on the 26th March. The majority of the meeting was spent discussing the recent death of a child in custody, reflecting on implications and changes required.</p> <p>A short life working group under CHIP has been set up to look at including all 16&17 year olds in the CHS. This will require legislative change and will be a key priority over the next year or so. Then next steps are for this to go to the Minister and to speak to the internal legal team.</p> <p>Also following WSA funding to reinvigorate WSA last year there will be a focus on the link between Youth</p>

		<p>Justice and Justice and how to take good work into the older age group (18-25 years).</p> <p>As this is the final year of the strategy there is a focus on what has been achieved, what the challenges are and the actions for next year and beyond. There also needs to be a focus on outcomes / impact of the YJ strategy work / resources. Next meeting date for YJIB still to be confirmed.</p>
Actions:		
	Agenda Item	Notes of Discussion
4	DCI workplan and update on workstreams	<p>Workforce development and Improving outcomes: The front covers of the resource documents have been amended based on feedback. These have been incorporated into the postcard which we are planning to print to promote these resources and seek feedback on impact and outcomes. These have been circulated to the group for comment. It was agreed that we would go ahead with this design. CM has visited St Mary's Kenmure and the Good Shepherd Centre to show them these resources and the online wellbeing tool. Feedback from them has been taken on board and fed back to APS who will make the tweaks. Liz will check funding availability for postcards and possibly pens advertising the online wellbeing tool.</p> <p>System performance: Update provided by LC via email. Police Scotland updated on the issue of data at YJIB on 23rd March 2019 - They are still committed to providing data, however, there is still a number of data that cannot be provided, such as children and young people subject to EEI. Basic data should be available in April. As a result of this, Ch Supt McKenzie has an outstanding action to</p>

		<p>send an email to Jenny Leishan clarifying the types of data Police Scotland is able to collect.</p> <p>Information sharing: Ch Supt McKenzie updated on discussions with the Information Commissioner at YJIB. The result of this was that there should be no obstacle to share information with 3rd Sector Organisations, providing they are acting on behalf of a statutory partner. Presently, Police Scotland are awaiting this in writing prior to progressing any changes to Information Sharing Protocols/Agreements.</p> <p>In addition, it was noted that Ch Supt McKenzie has moved post to become the Divisional Commander in J Division, and that an update as to who the new Commander will be is awaited.</p>
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Actions:

LM: To check funding availability for postcard printing and pens.

	Agenda item	Notes of discussion
5	Interactive session	<p>The interactive session focused on the two key strands of work – workforce development and improving outcomes. Those present split into two small groups and took it in turns to consider each strand focusing on achievements to date, challenges/barriers and actions/next steps.</p> <p>Following this, time was spent discussing the key actions needing to be progressed urgently to enable achievement of the strategies ‘we wills’ in the next 12 months. The typed up responses are at the bottom of this note.</p>

Actions:

	Agenda Item	Notes of Discussion
6	AOCB	<p>Youth Justice Conference (June). GF will ask for a practitioner to deliver the workshop with TM.</p>

Actions:		
GF: To ask for a practitioner to deliver a workshop with TM.		
	Agenda Item	Notes of Discussion
7	Date for next meeting	19 th August, 10-12, Victoria Quay 18 th November, 10-12, LH104, Lord Hope Building, University of Strathclyde

SUPPORTING WORKFORCE DEVELOPMENT

We will:

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We will:

- Support workforce development linked to implementation of the 2014 Act
- Build a more collaborative approach to enhance training and workforce development opportunities founded on common core skills
- Develop appropriate forums for youth justice practitioners, policy makers and others to share knowledge and good practice
- Build the confidence of youth justice practitioners in their skills and abilities to support our children and young people
- Refresh training for Children's Panel Members taking account of the 2014 Act
- Develop leadership development opportunities at all levels but particularly for front line managers

Achievements	Challenges	Actions going forward
<p>Knowledge and skills matrix</p> <p>Online tool</p> <p>Gathering people together to network</p> <p>EEL, diversion forums, CARM, START:AV training, Train trainers, CYCJ training</p> <p>Workshop SSSC with CYCJ & CJS for frontline practitioners</p> <p>Feeds into YJIB, CHIP, NYJAG and other implementation groups and WSA leads</p> <p>Risk formulation group since 2014 Act</p> <p>MACR increase</p>	<p>Gathering data spec EEI – including information and evidence to address problems</p> <p>Info sharing 2014 Act – where things are at</p> <p>Workforce vs demand</p> <p>Common language and communication</p> <p>Implementation strategy</p> <p>Measurement of priorities nationally and locally</p> <p>Full buy in from all multiagency partners e.g. housing, CROWN</p> <p>Wider reach across C&F</p>	<p>Safe space to record issues – front line themes and trends</p> <p>Full buy in from all multiagency partners e.g. housing, CROWN</p> <p>Continued training and delivery of forums to share knowledge</p> <p>Monitor usage of skills matrix and tool and evaluate impact</p> <p>Follow CHIP WD format</p> <p>Wider reach across C&F</p> <p>Scoping of strategies and connections spec youth strategies</p> <p>SLCN's</p>

IMPROVING SYSTEMS

We will:

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We will:

- Improve systems of information capture to support improvement including national information on EEI and diversion
- Strengthen the evidence base about the needs of young people at risk of or involved in offending behaviour and complexity
- Ensure that good practice and evidence is shared and that youth justice practice and policy is informed by the best knowledge and evidence
- Develop a shared dataset and performance framework to monitor trends and assist in targeting of resources, workforce development and practice

Achievements	Challenges	Actions going forward
<p>Workforce development</p> <p>Online tool</p> <p>Conversations</p> <p>WSA leads / NYJAG and forums to share good practice</p> <p>CYCJ good practice scenarios</p>	<p>Conversations</p> <p>Measure impact of relationships</p> <p>Consistent data around use of secure care</p> <p>Resources – to identify, to support and intervene</p>	<p>Review of online tool and impact</p> <p>Consistent capture of data</p> <p>Cost benefit analysis</p> <p>Deep dive into couple of areas (either LA or down to crimes etc)</p> <p>Separate data group with key remit?</p> <p>Capturing good practice to know what is happening – database?</p> <p>Continue to capture good practice scenarios and also reflections on what could be done differently, what went wrong</p>

ACTION	BY WHOM	WHEN	OUTCOME
Review plans to examine impact of resources and online tool including 12 months plus. Small scale focus on pilot areas documenting good practice.	DCI IG members tbc.	Within month	
Develop dataset spreadsheet for local authority teams and organisations to gather on a voluntary basis whilst trying to progress on a more formal basis.	CM to develop spreadsheet. GF to raise at NYJAG.	Within month	
Data on the number of children charged by offence type not yet shared and concern that there has been an increase in violent offences by young children - submit FOI request.	DCI IG	Within month	