

## Developing Capacity and Improvement Implementation Group

### Meeting note - August 19, 2019

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| <b>In Attendance:</b><br>Tracey McFall (Turning Point): Chair; Natalie Armitage (NYJAG); Carole Murphy (CYCJ): Note taker; Linda Grierson (SSSC); Elaine Adams (CELCIS); Gillian Lithgow (YouthLink Scotland). David Scott (Community Justice Scotland); Boyd McAdam (CHS); Ruth Kerracher (CYCJ); Matthew Sweeney (COSLA), Darren Rocks (Health Scotland).                                  |   |  |
| <b>Apologies:</b><br>Liz Murdoch (Scottish Government); Fiona Dyer (CYCJ); Laura Crossan (Police Scotland); Liz Simpson (Glasgow City); Nicola Dickie (COSLA); Mark Crawford (Edinburgh City); Jim Crawford (Secure Care); Grace Fletcher (NYJAG): Vice Chair. Kellie McNeill (Care Inspectorate); Jenny Leishman (Justice Analytical Services); Gael Cochrane (Community Justice Scotland). |   |  |
|  | <b>Agenda Item</b>                                    | <b>Notes of Discussion</b>   |
| 1  | <b>Welcome and apologies</b>                          | Introductions were made and everyone welcomed.   |
| <b>Actions:</b>  |   |  |
|  | <b>Agenda Item</b>                                    | <b>Notes of Discussion</b>   |
| 2  | <b>Note of meeting and review of previous actions</b> | <p>Note of previous meeting was agreed. Actions updated:</p> <p><b>TM:</b> To follow up on health representation. <b>Darren Rocks attending - Complete.</b></p> <p><b>All:</b> Send views on whether a specific youth justice skills set is required to LG &amp; CM. <b>Ongoing – agreed that GF &amp; EA to meet with LG to discuss. On agenda – Complete.</b></p> <p><b>CM:</b> To meet up with group members regarding more localised data. <b>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. Now drafted and circulated to DCI group. Complete.</b></p> <p><b>TM:</b> To circulate adult H&amp;SC data framework if possible. <b>Carry over. Complete.</b></p> <p><b>JL &amp; LM:</b> To contact Local Authority social work statisticians group in C&amp;F analytical services and</p> |

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|  |  | <p>find out what data is currently available. <b>Carry over – to identify what data is gathered. LM meeting JL next week so will ask about this. Carry over.</b></p> <p><b>LM:</b> To raise lack of membership from SWS, COPFS and Education Scotland with YJIB. <b>Representatives requested - Carry over. Lauren will raise with Kyrsten Buist (COPFS), Mary Hoey (Education Scotland) and John Trainor (SWS).</b></p> <p><b>TM:</b> To invite AB to join the group. <b>Carry over.</b></p> <p><b>GF:</b> To ask a group of care leavers whether they would be willing to provide feedback on the tool. <b>Carry over. Viewpoint shared at YJ conference - Complete.</b></p> <p><b>TM:</b> To share most up to date tool with EW and get views. <b>Carry over.</b></p> <p><b>All:</b> To give feedback on content and format of data framework. <b>Carry over. Feedback to CM within 2 weeks (2<sup>nd</sup> September).</b></p> <p><b>DS:</b> To circulate the business plan once complete. <b>Carry over. Ongoing.</b></p> <p><b>TM:</b> To link in with IC's team about social work assistants being unregulated. <b>Carry over. Continued.</b></p> <p><b>BM:</b> To share the link to the Learning Academy 2019. <b>MB to send out link. BMC will send out link.</b></p> <p><b>GF:</b> To speak to her team and young people about conference workshop. <b>Carry over. Views sought and incorporated – Complete.</b></p> <p><b>LM:</b> To check funding availability for postcard printing and pens. <b>Complete.</b></p> |
| <p><b>Actions:</b></p> <p><b>JL &amp; LM:</b> To contact Local Authority social work statisticians group in C&amp;F analytical services and find out what data is currently available. <b>Carry over – to identify what data is gathered. LM meeting JL next week so will ask about this. Carry over.</b></p> <p><b>LM:</b> To raise lack of membership from SWS, COPFS and Education Scotland with YJIB. <b>Representatives requested - Carry over. Lauren will raise with Kyrsten Buist (COPFS), Mary Hoey (Education Scotland) and John Trainor (SWS).</b></p> <p><b>TM:</b> To invite AB to join the group. <b>Carry over.</b></p> <p><b>All:</b> To give feedback on content and format of data framework. <b>Carry over. Feedback to CM within 2 weeks (2<sup>nd</sup> September).</b></p> <p><b>DS:</b> To circulate the business plan once complete. <b>Carry over. Ongoing.</b></p> |  |   |

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

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

|   | Agenda Item      | Notes of Discussion   |
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| 3 | Update from YJIB | <p>The following written update was provided by Lauren Sorrell:</p> <p><b>Police Scotland Update – data collection, EEI, and information sharing.</b><br/>Police Scotland confirmed that they are able to share information with statutory partners, however the issue remains around third sector organisations. Current legal implications remain unclear, particularly around explicit consent. A paper looking at a number of options is currently being considered by Police Scotland senior officials. Issues still remain across local authorities, and legal teams are concerned with legal implications. It was agreed that SG would share this concern internally to help progress matters. Internal communications within SG are underway.</p> <p><b>Outcomes and evaluation session future direction of Youth Justice past June 2020</b><br/>A meeting has been arranged for 14 August to bring together the implementation group leads and CYCJ to discuss the future direction of Youth Justice following the end of the Strategy. The meeting will also look at evaluation and monitoring of the strategy. This will help establish the initial steps and have a plan of action from Spring 2020, as the Strategy concludes in June 2020. Members are encouraged to get involved in discussions as they progress over the next 9 months, to ensure that the next iteration of the strategy is developed in collaboration. A plan of action will be considered at the meeting in August.</p> <p><b>Implementation group updates</b><br/>All 3 chairs provided an update on their work plan and discussions around what priorities would be the main focus of the work in the final year of the strategy. Tracey reiterated the key priorities for this group around the online tool, providing intensive support around the tool and monitoring/evaluating its use.</p> |

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|  |  | <p><b>Expert review of Mental Health Review in Polmont .</b><br/> There are two specific recommendations which will impact on Youth Justice, the first around considering the development of new models of secure care and custody provision and secondly that consideration should be given to an extension of the WSA approach up to age 25. Fuller discussion is proposed at the joint meeting with YJIB and Justice Board for September.</p> <p><b>Youth Justice Standards update</b><br/> This is currently in draft format, and the intention is to go out to consultation after the summer. The consultation process will likely last 12 weeks.</p> <p><b>Secure care standards</b><br/> These have been drafted, the plan will be to do a soft launch of the Standards after the summer and for them to be implemented in April 2020. It was agreed that they would be shared once finalised.</p> <p><b>Justice committee</b><br/> Recent evidence sessions focused on the mental health review and secure care. It is likely that the Justice Committee will want to return to this after the summer break, and may be calling on people to provide evidence.</p> <p>CM added that the outcomes and evaluation session had taken place and a timeline had been developed for reporting on the end of this strategy and the development of a future action plan to implement and embed the work that has been undertaken this year. End of strategy reporting will be end of March. Production and consultation re the action plan going forward will commence shortly. In terms of evaluation each group will produce a case example of impact to go alongside the evidence and products produced through the current strategy.</p> <p>The outstanding work in relation to information sharing was raised. It was agreed that TM would discuss this further with LM as the lack of progress with providing clarity / guidance has presented a barrier to the DCI IG providing support to the</p> |
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|  |  | workforce in relation to this as per the we wills in the YJ strategy. |
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**Actions:**

**TM** to speak to **LM** for a further update on information sharing as we can't progress DCI work due to this.

|          | <b>Agenda Item</b>  | <b>Notes of Discussion</b>  |
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| <b>4</b> | <b>Embedding the improving outcomes and workforce development resources</b> | <p>a) Postcards and pens – local and national promotion</p> <p>The SG funded a small number of pens and postcards to promote the two resources produced by the DCI IG and the online wellbeing tool. These were distributed at the YJ conference but there is a need to promote wider. DS took some of the postcards to issue and promote at their training events. GL also took some postcards to promote through their events. It was suggested that an electronic version that could be circulated / printed in poster style would be helpful. CM will email pdf poster style. This will leave the postcards almost finished so it will be necessary to access funding to print more copies. It was suggested that we see if Social Work Scotland could help promote / circulate these aswell. CJS could issue at least 500, CYCJ at least 500 as well given all the training, events &amp; conferences.</p> <p>b) Stage 2 pilot</p> <p>TM &amp; CM are working with a couple of areas to embed these resources. Working with St Mary's Kenmure and potentially Midlothian. Initial steps will be to identify what their data currently tells them, identify the improvements required in relation to wellbeing and to use the knowledge and skills matrix</p> |

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|  |  | <p>to develop a workforce development plan to improve outcomes. It may be that national gaps in development opportunities are identified through this which will need to be prioritised for development.</p> <p>The outcome from this work should be a blueprint / case study of how to use the resources in practice that other areas can follow. The support provided to embed these will be quite in depth and will involve at least monthly contact with each of the sites. DS will look to see if CJS has any capacity to support this as he would be keen to have involvement. GL also noted that there was potential support Youth Link Scotland could provide as Midlothian are a member. It was agreed that we would update GL following the initial meeting with Midlothian.</p> <p>BM is completing the final report to the Education and Skills committee before retiring on the 4<sup>th</sup> October. He will refer to the work of the DCI IG in this report.</p> <p>EA suggested that we might want to link with the PACE collaborative to learn from the work they have been doing.</p> |
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**Actions:**

**CM** to email pdf poster style.

**TM** to speak to Ben about promoting the resources through Social Work Scotland.

**TM** to speak to LM & YJIB regarding further funding for printing of post cards.

**TM & CM** to update GL following meeting with Midlothian.

**EA** to link CM & TM in with the PACE collaborative.

|          | Agenda item   | Notes of discussion  |
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| <b>5</b> | <b>Priorities for workforce development opportunities</b> | The group were asked to look at the knowledge and skills matrix and identify priority gaps in development opportunities. Feedback from the workshop at the YJ conference identified speech, language and communication needs and communication/report writing. CJS is reviewing and piloting an old one day CJA training course on report writing. This is focused on CJSW reports. There is also work ongoing through Better Hearings and the |

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|  |  | <p>CHIP groups on improving report writing for Children’s Hearing reports. There does not appear to be national post qualifying support for social work to assist with incorporating risk assessment information into reports. It was noted that Edinburgh University may be providing / developing post qualifying support. It was suggested that it may be helpful to link in with the Child Protection certificate providers e.g. Stirling University to determine if they cover report writing as part of the course. Whilst this is a clear gap for development we need to ensure we are linking in with other ongoing work around this area.</p> <p>DS noted that CJS have piloted reflective practice sessions with CJSW. The hope is that this will become self-sustaining locally after having CJS facilitate a couple of sessions. DS to send details to DCI group. DS noted that they would be keen to support this within YJ however, there are only two staff currently trained to facilitate this. It was suggested that there is a need for broader discussion about how we link this together and how we are going to resource the gaps.</p> <p>DR will look at whether health scotland have any work plan / actions in relation to this.</p> |
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**Actions:**

**CM** to find out more about what Edinburgh University are doing / providing in way of post qualifying support.

**LG** to provide list of Child Protection Certificate providers.

**DS** to send details of the reflective practice sessions to the DCI group.

**DR** to look at potential links in relation to report writing / reflective practice.

**All** to feedback on any priority gaps in development opportunities.

|   | <b>Agenda Item</b>                   | <b>Notes of Discussion</b>  |
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| 6 | <b>SSSC Youth Justice skills set</b> | LG updated on the meeting that had been held to discuss the NOS navigator and whether a YJ skills set like the CJS one would be beneficial. As part of this LG had looked at who has been completing which qualifications at SVQ3 level. Over the past year only one person has completed the youth justice module, although it is unclear whether this |

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|  |  | was actually completed this year or signed off late. In contrast over 1000 people have completed the C&F's one. Following discussion it was agreed that as the knowledge and skills matrix is based on the most relevant NOS we should use this to identify gaps through the stage 2 pilots. After this then we can consider whether we develop SVQ's, add optional modules to SVQ's (which is less work) or create Professional Development Awards or Open Badges depending on need. |
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**Actions:**

|   | Agenda Item                     | Notes of Discussion  |
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| 7 | <b>System Performance paper</b> | <p>This paper was circulated prior to the meeting for comment. CM updated that she had met with MS to discuss how to progress the gathering of relevant information more formally. It was agreed that a meeting to look at this issue specifically was required and should include COSLA, SWS, SG YJ team, Justice Analytical Services, and a representative from C&amp;F statistics team. CM noted that we now had a contact for someone in the C&amp;F stats team. It was suggested that SCRA should be included in the meeting.</p> <p>CM updated that the paper is being updated to reflect the newly published SCRA stats. It was agreed that the group would be given a further two weeks to provide written comments prior to this paper being issued wider – YJIB and WSA leads. This will of course be on a voluntary basis whilst we work to see what can be formalised. It is hoped that the Stage 2 pilot sites will adopt some of these measures to provide feedback on what is doable and meaningful in terms of service planning.</p> |

**Actions:**

**CM & TM** to arrange a meeting to take this forward.

|   | Agenda Item                 | Notes of Discussion   |
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| 8 | <b>Facilitated workshop</b> | EA updated the group on the proposed facilitated multiagency workshops focused on YJ. The draft proposal was circulated (attached) for comment. This will draw on the format used in the CHIP L&D work in 3 test sites. It was agreed this should be progressed and that a small group would pull this together further – CM, EA, JM, and potentially Donna McEwan. BM suggested the involvement of |

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|  |  | <p>one of the new CHS improvement managers as there are 9 local managers now. The manager would depend on the LA area where this takes place.</p> <p>DR noted that they are piloting awareness raising re trauma informed practice and asked if there would be room for this to be incorporated aswell. DR will also join this small group to take this work forward. An update will be provided at the next meeting.</p> |
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**Actions:**

|   | <b>Agenda Item</b>                                       | <b>Notes of Discussion</b>  |
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| 9 | <b>Update on secure care standards and commissioning</b> | <p>Debbie Nolan presented on the secure care National Standards and Pathway Framework and the progress with this work so far (slides from the presentation will be shared). The standards are in the process of being finalised. These are split by before, during and after so one third apply to secure care and two thirds to services in the community. There will be a soft launch when the commissioning process for secure care commences in the next few months and they will be launched formally when the new contracts commence in April 2020. The group were asked to consider:</p> <ul style="list-style-type: none"> <li>• What needs to be part of the design, delivery and implementation plan for the Standards?</li> <li>• Workforce development, basic data, performance information-clear crossover-how can we join this up? What more can we do together?</li> <li>• What would help this group to stay involved?</li> </ul> <p>It was agreed that there was clear crossover with the system performance work and once the standards are finalised CM &amp; DN will meet to ensure the data collection work continues to be in line with the standards and is included in the discussions to formalise this. The DCI group are also looking at priorities for workforce development and it may be that priorities arise from the new standards. Again CM &amp; DN will meet to discuss workforce development needs once the standards are finalised. Any thoughts / comments should be e-mailed to CM or DN. DN would welcome further discussions in relation to the link with DCI or in</p> |

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|  |                              | relation to implications for individual services/agencies.   |
| <b>Actions:</b><br><b>CM</b> to share the slides<br><b>CM &amp; DN</b> to meet once the standards are finalised.   |                              |  |
|  | <b>Agenda Item</b>           | <b>Notes of Discussion</b>   |
| <b>10</b>  | <b>AOCB</b>                  | <p>The newly published SCRA statistics were highlighted and there was a discussion about whether it would be useful for someone to write a blog specifically in relation to YJ trends following on from the blog that Fern Gillon wrote for CYCJ last year. It was highlighted that SCRA will do a new release highlighting the key trends so that the need for a blog might be unnecessary. NA highlighted that they are doing some work to look at the trends in East Ayrshire. Whilst this is not a blog it might provide some useful information.</p> <p>GL handed out a leaflet on their Policy Seminar Series and an agenda for the event on the 18<sup>th</sup> September – ‘Youth Work’s Role in the Youth Justice System.</p> <p>RK highlighted the role she has joint with Staf and CYCJ in relation to participation.</p> |
| <b>Actions:</b><br><b>EA</b> to send link to news release.<br><b>NA</b> to send the work East Ayrshire are completing on relation to trends.<br><b>GL &amp; RK</b> to send information electronically to be circulated to the rest of the group and for wider dissemination. |                              |  |
|  | <b>Agenda Item</b>           | <b>Notes of Discussion</b>   |
| <b>11</b>  | <b>Date for next meeting</b> | <p>18<sup>th</sup> November, 10-12, LH104, Lord Hope Building, University of Strathclyde</p> <p>TM thanked BM for his contribution to this group and wished him well for his retirement.</p>   |

