

## **ARGYLL, BUTE AND DUNBARTONSHIRES' CRIMINAL JUSTICE SOCIAL WORK PARTNERSHIP JOINT COMMITTEE**

At a Meeting of the Argyll, Bute and Dunbartonshires' Criminal Justice Social Work Partnership Joint Committee held in Meeting Room 3, Council Offices, Garshake Road, Dumbarton on Thursday, 14 June 2012 at 2.00 p.m.

**Present:** Councillor Elaine Robertson (Argyll and Bute Council); Michael O'Donnell (East Dunbartonshire Council) and Councillors Gail Casey and Jonathan McColl (West Dunbartonshire Council).

**Attending:** **Argyll and Bute Council:** Jon Belton, Assistant Partnership Manager and Kirsteen Green, Planning and Evaluation Officer.

**West Dunbartonshire Council:** Jackie Irvine, Head of Children's Health, Care and Criminal Justice Services; Norman Firth, Criminal Justice Partnership Manager; Adrian Gray, Business Unit Accountant and Nuala Borthwick, Committee Officer.

**East Dunbartonshire Council:** Freda McShane, Children & Families Manager and John Owens, Acting Service Manager.

**Apologies:** Apologies for absence were intimated on behalf of Councillor Anne Horn and Louise Long, Head of Service, Argyll and Bute Council.

### **APPOINTMENT OF CHAIR AND VICE-CHAIR**

In accordance with the Minute of Agreement, the Joint Committee considered nominations for Chair and Vice Chair from its membership.

On the motion of Councillor O'Donnell, seconded by Councillor Casey, it was agreed to appoint Councillor Elaine Robertson as Chair of the Joint Committee. Thereafter, Councillor Robertson assumed the Chair and invited the Joint Committee to appoint a Vice-Chair.

On the motion of Councillor McColl, seconded by Councillor Robertson, the Joint Committee agreed to appoint Councillor Gail Casey to the position of Vice-Chair.

### **CHAIR'S REMARKS**

The Chair, Councillor Robertson welcomed everyone present to the meeting of the Joint Committee and introductions were made around the table.

## **MINUTES OF PREVIOUS MEETING**

The Minutes of Meeting of the Joint Committee held on 8 March 2012 were submitted and noted.

At the request of the Chair, Councillor Robertson, the Partnership Manager provided an update on progress at HMP Low Moss.

It was noted:-

- (1) that by the end of June 2012, three quarters of the social worker posts would be in place at the prison together with the team manager, and that in the meantime, these posts were being covered by agency staff; and
- (2) that Mr John Owens, Acting Service Manager, Argyll and Bute Council was currently overseeing some of the workings at HMP Low Moss.

### **PRESENTATION BY CRIMINAL JUSTICE PARTNERSHIP MANAGER**

Mr Norman Firth, Criminal Justice Partnership Manager provided the Joint Committee with an overview of Criminal Justice Services in the Partnership area.

A briefing for Elected Members on the work of the Argyll, Bute and Dunbartonshires' Criminal Justice Social Work Partnership was distributed at the meeting. The briefing provided information on background of the arrangements, legislative and policy context, resources, workload and future developments.

It was noted that the principles upon which the Criminal Justice Partnership was founded were summarised as undernoted:-

- Partnership covering all aspects of the service, including planning and service delivery with an overarching structural model to serve the individual accountability needs of constituent authorities;
- Integration of strategic and operational planning process and consistent application of performance indicators and management information;
- Single allocation to meet financial needs of the group; and
- Single point of entry at a strategic level for engagement with the Scottish Government, Community Justice Authority, voluntary sector and other agencies.

Following discussion, the Partnership agreed:-

- (1) to note the summary provided by the Partnership Manager of the work covered and achieved by the Partnership; and

- (2) to note that copies of the Briefing Note would be sent to those Members and substitute Members who were not present at the meeting.

### **COMMISSION ON WOMEN OFFENDERS**

A report was submitted by the Director of Community Health and Care Partnership advising of the recommendations of the Commission on Women Offenders published in April 2012.

Following discussion and having heard the Partnership Manager - Criminal Justice in further explanation of the report and in answer to Members' questions, the Joint Committee agreed:-

- (1) to approve the content of the report;
- (2) to instruct the Partnership Manager to provide a report to a future meeting of the Joint Committee on the progress of the Scottish Government's response to the Commission's recommendations and the consequent implications; and
- (2) otherwise to note the content of the report.

### **COMMUNITY PAYBACK ORDER ANNUAL REVIEW 2011/2012**

A report was submitted by the Director of Community Health and Care Partnership:-

- (1) advising on progress being made by the Partnership in implementing Community Payback Orders (CPOs); and
- (2) providing information on CPO community consultation and review of unpaid work projects during 2011/2012.

Having heard the Partnership Manager and the Planning and Evaluation Officer in further explanation of the report and in answer to Members' questions, the Joint Committee agreed:-

- (1) that the Partnership continue to review CPOs;
- (2) to implement the performance improvement plan detailed at the appendix to the report; and
- (3) that the Partnership Manager would investigate the possibility of providing a presentation on CPOs at a future meeting of each partner council's full Council meeting or at a council committee involving the local community in order to raise the profile of the benefit to local communities and to offenders.

## **WORKFORCE DEVELOPMENT PLAN 2011-2014**

A report was submitted by the Director of Community Health and Care Partnership providing an update on the proposed Workforce Development Plan; and

Having heard the Assistant Partnership Manager and the Planning and Evaluation Officer in further explanation of the report and in answer to Members' questions, the Joint Committee agreed:-

- (1) to approve the Performance Improvement Programme; and
- (2) to authorise its implementation within the Partnership.

## **PARTNERSHIP PERFORMANCE IMPROVEMENT PROGRAMME**

A report was submitted by the Director of Community Health and Care Partnership providing an update on the progress being made by the Partnership in implementing a new Performance Improvement Programme.

Having heard the Partnership Manager in explanation of the report, it was noted that the recommendations of the report had been incorporated in the undernoted report entitled, 'Planning and Performance Improvement Framework – 2011-2014 and Performance Improvement Programme'.

## **PLANNING AND PERFORMANCE IMPROVEMENT FRAMEWORK 2011-2014 AND PERFORMANCE IMPROVEMENT PROGRAMME**

A report by the Director of Community Health and Care Partnership:-

- (1) advising of progress with regard to the plans supporting the partnership's objectives set out in the Planning and Performance Improvement Framework (PPIF); and
- (2) seeking approval for the implementation of the Performance Improvement Programme which will form the basis of future performance reporting.

Having heard the Partnership Manager - Criminal Justice and the Planning and Evaluation Officer in further explanation of the report, the Joint Committee agreed to note the contents of the report and approve the implementation of the Performance Improvement Programme.

## **WOMEN'S SUPPORT SERVICE**

A report was submitted by the Director of the Community Health and Care Partnership providing information on the work of the Women's Support Service in 2011-2012 and the funding arrangements for 2012-2015.

Following discussion and having heard the Partnership Manager - Criminal Justice in further explanation of the report and in answer to Members' questions, the Joint Committee agreed:-

- (1) to request that the Partnership Manager advise Members of progress with regards to the work of the service on an annual basis;
- (2) to note that the service had successfully secured funding for a 3 year period from 2012-2015; and
- (3) otherwise to note the content of the report.

### **REVENUE BUDGET OUTTURN 2011/2012 AND REVENUE ESTIMATES 2012/2013**

A report was submitted by the Treasurer to the Joint Committee advising of the budget outturn for 2010/2011 and outlining measures/proposals in relation to efficiencies required to achieve a match between income and expenditure in 2012/2013.

Having heard the Business Unit Manager in further explanation of the report and in answer to questions from Members', the Joint Committee agreed:-

- (1) to note the draft financial outturns for 2011/2012 were currently draft and were subject to audit and scrutiny by the Scottish Government;
- (2) to note that a final audited statement would be provided to a future meeting of the Partnership;
- (3) to note that a near balanced budget in 2011/2012 had been achieved through a significant effort in terms of reviewing and re-organising services to ensure a balance between costs and service efficiencies; and
- (4) to note the revenue budget for 2012/2013 and that monitoring reports on financial performance would be provided to future meetings of the Committee.

### **DATE OF NEXT MEETING**

Having heard the Partnership Manager, it was agreed that the next meeting of the Joint Committee would be held on Thursday, 6 September 2012 at 2.00 p.m. in Meeting Room 3, Council Offices, Garshake Road, Dumbarton.

It was also agreed that dates of future meetings of the Joint Committee would continue to be held on the day prior to future meetings of the North Strathclyde Community Justice Authority (CJA). It was noted that Members would be advised of the dates once the CJA had agreed dates of its future meetings and that these would be included on the agenda of the next meeting of the Joint Committee for agreement by Members.

The meeting closed at 4.00 p.m.