



## Strategic Group Meeting

Wednesday 11 June 2025, 10:00-12:00

Police HQ, Old Perth Road, Inverness IV2 3SY

### Minute of Meeting

#### 1. Attendance

Present

Roddy Bailey (SDS); Judy Hill (Police Scotland); Kate MacLean (THC Elected Member); Sarah Malhan (THC JSW/Diversions Delivery Group); Frances Matthewson (HADP); James Maybee (HCJP - Chair); Kerry O'Hagan (SPS/Transitions Delivery Group); Miles Stubbs (SFRS); Scott Watson (SPS).

In attendance

Gabrielle Buist (HCJP); Kevin Flett (HCJP - Minutes); Alan Grant (Custody Link Project).

#### 2. Apologies for absence

Peter Mackenzie (HVAWGP); Ritchie Macrae (Police Scotland); Louise Martin-Theyers (UHI); Margaret Ross (THC Housing); Carol Spratt (NHSH); Ruth Thomson (SCTS); Emma Todea (VSS); Mhairi Wylie (HTSI).

		Actions
3.	<b>Declarations of Interest - None</b>	
4.	<b>Minutes of 12 March 2025:</b> The minutes were approved.  Follow up actions Completed: 3, 9, 15, 16, 17, 19, 20. Ongoing: 10, 16, 18. To be progressed: 4. JSW & HTSI Finance MoU to be developed.  6. Discussion between Alcohol and Drug services and Custody Link project.  14. HADASS update to be included on future agenda. Further invitation to be sent.  21. SLWG to consider Lived Experience	4. JSW/HTSI MoU <b>MC/MW</b>  6. HADASS/CLink discussion <b>AG/TG</b> 14. HADASS update on agenda <b>KF</b>

	<p>Actions going forward will be carried across into the Action Plans for the Strategic Group and the Delivery Groups.</p> <p>There was some discussion about the challenges of engaging with NHS Partners. There is good representation on the Delivery Groups, but it would be good to have representation at a strategic level. James will contact Carol Spratt to discuss the difficulties in addressing the referral processes between CLink and Drug and Alcohol Services.</p>	<p>21. SLWG to be arranged <b>JSW</b></p> <p>Contact Carol Spratt <b>(Chair)</b></p>
5.	<p><b>CJP Restructuring</b></p> <p>a. Terms of Reference The ToR had been redrafted. With the addition of a clause stating that members may send a substitute if unable to attend, the draft was approved for submission to the HCPP Board. <i>(Note: Following the meeting, updated HCPP ToR were received, indicating the need to amend the HCJP ToR to ensure consistency. This amendment was agreed by email.)</i> Individual ToR had also been prepared for the two Delivery Groups, and these were approved.</p> <p>b. Diversions and Interventions Delivery Group A copy of the note of the meeting was attached for information. Sarah highlighted a number of matters. The group was still at the formative stage, and work was ongoing to finalise the delivery plan. The group was particularly aware of the challenges emerging around 16-17 year olds and of the need to better understand the different process people face when entering into the Justice system.</p> <p>c. Transitions Delivery Group Kerry spoke to the note of the meeting which was attached. Amongst the key issues was the need to effectively embed new Throughcare processes locally. Recruitment to the new service <i>Upside</i> had been a challenge, but it was anticipated that Turning Point Scotland (the local delivery partner) would be at full strength in the next month or so. An additional challenge was the breadth of the group's agenda, and the need for flexibility in how the group will be structured. It was agreed that we invite Karen Watson, Upside Throughcare Service Manager, to speak to a future HCJP Strategic Group meeting.</p> <p>There was wider discussion about the gaps in provision for people in crisis or distress. Judy indicated that this had been identified as a priority by the Crisis Intervention, Recovery &amp; Support Group, a sub-group of the HCPP Mental Health &amp; Wellbeing Delivery Group. The group are looking at the gaps in provision for people in crisis or distress but who do not require an acute service through New Craigs. There is</p>	<p>Invite TPS Throughcare manager to future meeting <b>(KF)</b></p>

	<p>recognition that Police are often involved as a result of a lack of other options to support people in crisis or distress.</p> <p>The group have been looking at facilities/services across Scotland which are providing a '<i>Right place, right time</i>' approach to intervention, and Judy is currently working with Highland Council to seek transformation monies for a feasibility study/research project to identify the scale of, and best approaches to address the problems identified, including the demand for such services across Highland and what currently is in place.</p>	<p>The CJP would welcome an update on progress <b>JH</b></p>
6.	<p><b>Finance</b></p> <p>a. Update</p> <p>There was no update available, however, it was reported that JSW were still awaiting funding confirmation (including CJP funding) for the current year.</p> <p>b. Small Grants</p> <p>A report was attached outlining four applications which had been received. The processes for application and selection had been kept proportionate to the level of funding being offered.</p> <p>A panel consisting of James Maybee, Kate MacLean, Maria Cano and Gabrielle Buist considered the applications.</p> <p>Successful applicants are expected to provide end of project reports (and where necessary, interim reports).</p> <p>Three applications were successful:</p> <p>Albyn Housing (use of Fit Homes technology to support tenants who have been involved with the justice system) <b>£8,000 (50%)</b></p> <p>Police Scotland (support for provision of technology to identified victims at risk, and exposed to vulnerabilities) <b>£3,480 (100%)</b></p> <p>Scottish Drugs Forum (Prison Pathways, vocational learning for prisoners) <b>£6,400 (100%)</b></p> <p>The fourth application from UHI (Pathways to education and employment for up to 12 young men) had been agreed in principle, pending exploration of match funding and possible wider partnership working.</p> <p>A question was raised about the implications of equalities legislation for a male only project. Amongst the aims of the project were the addressing of issues of masculinity, misogyny and wider male behaviours which were considered to be a positive use of resource. It was acknowledged that if we were formally commissioning a service then an EIA would have been necessary.</p>	<p>Further exploration with UHI, and report back to next CJP meeting <b>KF/LM-T</b></p>
7.	<p><b>CJP Draft Delivery Plan</b></p> <p>a. Annual Return 2024-25</p>	

	<p>The template for the annual return was received in April. Themed local templates were developed for specific areas of activity, and circulated to partners in early May.</p> <p>Return of completed templates has been requested by 11 August to allow for the full return to be collated in time for the September CJP Strategic Group meeting and thereafter presentation to the HCPP Board and submission to CJS by the end of September.</p> <p>b. Restorative Justice</p> <p>The event on 11 September at UHI is fully booked, and it promises to be a really good event.</p> <p>We are keen to build beyond the event itself, looking at how we develop sustainable models for RJ in Highland.</p> <p>The short life working group is developing its plans alongside CJS and other partners.</p> <p>CJS are offering a free 4 day training in Edinburgh in Sept, and partners are asked to contact Gabrielle for further information.</p> <p>c. Victims of Crime</p> <p>A new manager has been appointed by VSS, Emma Todea. James has met with her, and she has joined the RJ Steering group. It is agreed that engagement with those working with victims of crime and their families remains a priority and the support team will be proactive in strengthening links with these partners.</p> <p>d. Lived Experience</p> <p>The planned meeting with JSW had to be cancelled, and will be rearranged. Links have been explored with other user-focussed groups including Next Chapter Scotland and Scottish Drugs Forum. (See manager update)</p> <p>e. Communications</p> <p>Gabrielle's work to promote Community Justice and especially CPO's and unpaid work as well as developing the social media profile was noted.</p> <p>It was agreed that we should seek to develop a more cohesive approach to communication across partners. Each partner has their own priorities, but working towards shared language, co-ordinated approaches and consistent messages would help move things forward. We can learn from HADP approaches in recent years. It was agreed that a meeting of communications reps from partners be convened to discuss how best to progress this.</p>	<p>Returns to be completed and passed to Kevin 11 August 2025 <b>All Partners</b></p> <p>SLWG to bring proposal to CJP about potential delivery models by Dec 2025 <b>GB</b></p> <p>Meeting to be arranged with VSS <b>KF</b></p> <p>Meeting of communications leads from partners to be convened, reporting back to CJP Sept 2025 <b>KF</b></p>
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	<p>A priority between now and the September CJP meeting is to identify specific actions which are linked to the broad themes which have been identified, which will incorporate and expand the activities outlined above.</p>	<p>Delivery Plans to be finalised for all groups Sept 2025 <b>Group Chairs, KF</b></p>
8.	<p><b>HCJP Manager Update</b></p> <p>Kevin's report was attached, and all of the updated activity was referenced throughout the agenda.</p> <p>Kevin thanked everyone who had inputted to the restructuring exercise, especially those who had taken on additional responsibilities.</p>	
9.	<p><b>Custody Link Project Update</b></p> <p>Alan spoke to the report which had been submitted, highlighting the following points:</p> <ul style="list-style-type: none"> <li>a. A stakeholder meeting had taken place to review referral criteria and operational boundaries. In the light of the shift towards presumption of bail, it was agreed that referrals for more serious offences be considered. Also, whilst there is a desire to extend the service to 16 and 17 year olds, changes in legislative frameworks (and operational processes) would need consideration before adopting such a change.</li> <li>b. Arrest Referral is being promoted nationally by Police Scotland, and Alan has contributed to this process, including delivering a presentation at a national event. There are ongoing conversations with other local authorities, as they consider options.</li> <li>c. There are the continuing challenges around the provision of emergency accommodation, support for women with children and access to substance use and mental health services.</li> </ul>	
10.	<p><b>Senior Development Officer Update</b></p> <p>Gabrielle referred to some key points from her update report:</p> <ul style="list-style-type: none"> <li>a. Plans were well advanced for the Restorative Justice event in September. It was fully booked, with a waiting list for any cancellations. The support of UHI, CJS and others was noted. RJ training is available from CJS in September. This is focussed on practitioners. Those interested should speak with Gabrielle.</li> <li>b. The research on Women's Projects across Scotland has been shared widely through other CJP's/COSLA and other networks, and has been well received. The final version is now available. <a href="#">Women's Programmes around Scotland - April 2025   Highland Community Justice Partnership</a></li> </ul> <p>Sarah outlined progress within JSW with the development of a Women's SMART group and discussions with NHS/CFSW around the needs of pregnant clients.</p>	

	<p>c. There is continuing work to support CPO teams and the development of unpaid work placements. Alongside this has been awareness raising and the sharing of good news stories through social media and local newspapers.</p> <p><b>Website:</b> <a href="http://highlandtsi.org.uk/community-justice-partnership">highlandtsi.org.uk/community-justice-partnership</a></p> <p><b>Signposting:</b> <a href="http://highlandcjp.org.uk">highlandcjp.org.uk</a></p> <p><b>Facebook:</b> <a href="https://facebook.com/CommunityJusticeHighland">facebook.com/CommunityJusticeHighland</a></p> <p><b>X:</b> <a href="https://twitter.com/HighlandCJP">@HighlandCJP</a></p>	
<b>11.</b>	<p><b>National Communications</b></p> <p>HCJP has been asked to host a consultation day with the Sentencing and Penal Policy Commission. This is planned for 22 July 2025, at the JSW office at the IJC, with a series of themed discussions. Kevin will bring the programme together over the next couple of weeks and circulate this to partners.</p> <p>CJS have circulated information about the relaunch of the Digital Guide to the Scottish Justice System.</p> <p><a href="#">Scotland's criminal justice system - Community Justice Scotland</a></p> <p>They have also announced plans to create a Data Dashboard to support CJP's in monitoring delivery.</p>	
<b>12.</b>	<p><b>AOB</b></p> <p>Kerry reported on an event organised by Moray CJP. This had been linked with the launch of their CJOIP, and had been a good opportunity to engage with wider partners, elected members and others. It was agreed this is a format that we will consider.</p> <p>There was no further business, and James thanked everyone for their contributions.</p>	
<p><b>Future Dates</b></p> <p><b>Sentencing Commission Consultation</b>, IJC, 22 July 2025, 0930-1400</p> <p><b>CJP Strategic Group</b>,  Wednesday 10 September 2025, 1000 – 1200 (Police HQ)  Wednesday 10 December 2025, 1000 – 1200 (Police HQ)</p> <p><b>Restorative Justice Event</b>, UHI, 11 September 2025, 0930-1430</p>		

## Meeting Actions

	Description	Responsible	Completion
4.	Finance MoU between JSW and HTSI to be developed	<b>Maria Cano/ Mhairi Wylie</b>	
6.	Meeting to discuss referral processes between arrest referral and A&D services	<b>Alan Grant / Teresa Green</b>	
14.	HADASS agenda item for future meeting	<b>Kevin Flett</b>	
21.	SLWG to be established to consider how Service User Experiences/ Lived experiences can be captured and contribute to CJP and partners activities	<b>Kevin Flett/ Andrew MacDonald (JSW)</b>	Initial meeting 28/08/2025
22.	Contact Carol Spratt re links between Clinks and MH services	<b>Chair</b>	
23.	Invite TPS Throughcare manager to future meeting	<b>Kevin Flett</b>	Throughcare event 02/09/2025
24.	Update on progress in discussions about crisis interventions	<b>Judy Hill</b>	
25.	Further exploration with UHI, and report back to next CJP meeting	<b>Kevin Flett/ Louise Martin- Theyers</b>	
26.	Returns to be completed and passed to Kevin 11/08/2025	<b>All Partners</b>	Draft report 10/09/2025
27.	RJ working group to bring proposal to CJP about potential delivery models by Dec 2025	<b>Gabrielle Buist</b>	Ongoing RJWG meets regularly
28.	Meeting to be arranged with VSS	<b>Kevin Flett</b>	01/07/2025 JSW/VSS meeting 21/08/2025
29.	Meeting of communications leads from partners to be convened, reporting back to CJP Sept 2025	<b>Kevin Flett</b>	Paper/ Invitation sent 08/07/2025
30.	Delivery Plans to be finalised for all groups Sept 2025	<b>Group Chairs, Kevin Flett</b>	12/08/2025