

Report from MAPPA National Strategic Oversight Group Thematic Report Workshop on 3rd May 2016, Scottish Prison Service College, Polmont

Introduction

The Scottish Government Community Safety Unit held a workshop on the 3rd May 2016 bringing together members of the MAPPA National Strategic Group, the Tripartite Group chair, representative from MAPPA co-ordinators, representatives from Police Scotland, the Risk Management Authority (RMA), Scottish Prisons Service, HMICS, Care Inspectorate and a number of relevant SG policy interests. The main purpose of the workshop was to seek views on Recommendation 9 of the Joint Thematic Review of MAPPA in Scotland (November 2015): relative to strategic governance

The Scottish Government in partnership with Responsible Authorities should establish a robust national governance structure to utilise trend data relating to sex offending to better inform strategic planning for the continued effective and efficient delivery of MAPPA.

██████████ SG Safer Communities Deputy Director, welcomed attendees (see annex 1) to the event and introduced the format for the workshop session.

Attendees heard from ██████████ Lead Inspector HM Inspectorate of Constabulary who led the Review. He explained that this was the first review of MAPPA and its workings since its inception in 2007. The Review recognised the passion and commitment of frontline staff to make MAPPA work and to ensure that offenders are housed and managed with minimal risk.

The purpose of the joint thematic review was to assess the state, efficiency and effectiveness of MAPPA in terms of keeping people safe and reducing the potential risk of serious harm by registered sex offenders (RSOs) in our communities.

The inspection commenced in 2014. The fieldwork stage involved a programme of meetings with staff, management teams, site visits and focus groups including observation(s) at MAPPA meetings across all 9 Strategic Oversight Group areas. Additionally a qualitative review of case records was completed.

The report made 10 recommendations and identified 17 areas for development across key operational processes. The emphasis was that the recommendations would be co-ordinated

by the Scottish Government in partnership with the Responsible Authorities and the Areas for Development would fall into the remit of Strategic Oversight Groups. The report and recommendations fell into 4 specific categories, namely Outcomes and impact, Delivery of services, Management, and Leadership.

Report Findings and Recommendations

The Report found MAPPA effective and made a critical contribution to keeping people and communities safe. Registered sex offenders were being managed at the appropriate level whilst highlighting the increasing levels of RSOs, partly due to internet offending.

Looking forward, the inspection team felt that overall efficiency in the management of risk could be improved by implementing a more proportionate and consistent approach through streamlining operational processes and reducing unnecessary bureaucracy, all of which were likely to be tested by the growing number of offenders becoming subject to MAPPA. These included:

- The provision of 'single agency' guidance on how to manage Level 1 registered sex offenders in the community. ██████████ considered this needed be no more than an 'aide memoire' to those agencies/areas working without such guidance at the moment;
- A concerted effort was needed to remove the longstanding barriers to criminal justice social work access to the Violent and Sex Offender Register database. Although it was acknowledged that efforts were being made by the Tripartite Developing ViSOR in Scotland Group, CJSW ViSOR Sub-Group, and more recently the MAPPA Development Group to resolve the various ViSOR usage issues;
- Building on existing work to provide agencies with additional guidance on conducting Environmental Risk Assessments of offenders' homes. Again it was recognised that the NSG had already set up a Short Life Working Group to develop parameters and minimum standards for carrying out such assessments in a proportionate, practicable and sustainable way;
- Working with the Risk Management Authority to provide agencies with additional guidance on the risk posed by internet offenders;
- Developing a strategy to address the risks posed by 'sexting'; and
- Maximising the learning and development from Initial and Significant Case Reviews.

Although most, if not all of the 10 recommendations were for the Responsible Authorities to implement, the review team saw the Scottish Government as best placed to facilitate their delivery, in partnership with those Authorities. The recommendations were future looking, in the sense that they called on the SG and MAPPA Responsible Authorities to address the substantial increase in Internet – enabled sex offending, cases involving "youth – produced sexual images" and the extension of MAPPA.

National Oversight of MAPPA

██████████ SG Head of Violence Reduction and Public Protection Unit spoke to the previously circulated discussion paper. In doing so he reminded attendees of their contribution to the real progress they have made in making MAPPA a success in Scotland. He noted that the MAPPA National Strategic Group (NSG) was established to oversee the implementation of MAPPA. It was chaired by the Scottish Government and included representation from Police Scotland, Social Work Scotland, the Scottish Prison Service and Health. The role of the National MAPPA Co-ordinator was also recognised as important in managing MAPPA implementation, establishing systems and guidance, and providing support and advice to the NSG, stakeholders and local MAPPA Co-ordinators.

Strategic issues that could not be resolved at the NSG were considered by the Tripartite Group, which was also chaired by the SG. In further discussion of the Tripartite Group, Arlene Stuart, SG Head of Community Justice Operational Unit advised that the Tripartite Group's remit had been reset and agreed in 2013. It was always in place to consider strategic issues and was not intended to duplicate or take the place of existing groups.

Attendees noted the Thematic Report's clear call for the structure and remit of the NSG to be revisited. Its remit needed to be clearly focused on providing oversight and guidance in relation to national issues, such as policy development, consistency and quality assurance, with oversight and guidance on operational issues being provided at a local level by the MAPPA SOGs. The need to bring together MAPPA SOGs at a national level was seen as key to effective national oversight, along with continued involvement from the national bodies representing the responsible authorities (Local Authorities, Police Scotland, Health and Scottish Prison Service).

However the 2015 Report also noted that whilst planning to address emerging issues at a local level was effective, there was a need for a robust national governance structure to prepare and plan for existing and future cross-cutting issues likely to impact on MAPPA in Scotland.

Tom posited the following two alternative models, although he acknowledged that there may be other approaches which attendees may wish to suggest:

- a) A national oversight group for MAPPA with representation from the responsible authorities and MAPPA SOGs (with either all MAPPA SOG chairs invited to attend or one MAPPA SOG chair nominated to represent the interests of all MAPPA SOGs). Its remit would focus on national policy development, consistency and quality assurance. Any strategic issues which are unable to be resolved by the national oversight group may be referred to the Tri-partite Group for their consideration.

- b) A national oversight group for MAPPA with representation from each MAPPA SOG. Its remit would focus on consistency and quality assurance with no role in national policy development other than monitoring and reporting on how MAPPA is working. Any strategic

issues which are unable to be resolved by the national oversight group may be referred to the Tri-partite Group for their consideration.

██████ had also created a 'Bubble diagram' (see annex 2), which placed the NSG at the centre of the discussion. ██████ and ██████████ (who was acting as facilitator) asked attendees to consider the diagram (circulated) and discuss within their groups (and feedback to the wider group) whether it:

Captured the current MAPPA/Public Protection landscape?

What is missing?

And either Yes/No do they have an understanding of:

- (1) Relevant remit;**
- (2) Relationship with NSG; and**
- (3) Consistent key stakeholders?**

In summary the workshop findings were that:

- There was a need to clarify the remits of all the relevant national public protection groups across Scotland and identify the relationships and overlaps between them;
- The role of all the Inspectorates, HMICS, HMIP, the Care Inspectorate and Healthcare Improvement Scotland needed to be recognised;
- When faced with particularly large or complex issues requiring imaginative responses and significant resource investment, the NSG should look at opportunities to co-op people/skills onto groups on topic/issue basis.;
- Confirm and strengthen the NSGs analytical capacity, with possible SG ASD representation;
- Clarification was needed as to which body or mechanism could influence and support consistency and learning across Scotland's 32 local authorities and/or Social Work Scotland;
- Ensure there is a route for consistent decision making;
- Make space for policy development; and
- National work to be directed locally.

WHAT WORKS WELL WITHIN THE NSG?

Picking up on ████████ earlier call 'not to lose sight of what MAPPA had achieved', attendees acknowledged like the report itself that while the NSG was "...effective in the delivery of

operational matters, it is less effective in progressing national cross-cutting issues; a position strongly commented on by practitioners. There is little evidence that the National Strategic Group has had the required level of mandate to drive change at a national level.”

In terms of what work well within the current NSG, the workshop felt that it;

- Provided a good place to bring issues together and to share practice and experience;
- Allowed connections to be made across SOG Chairs and engendered peer support;
- Offered a good route for consistency and the development of guidance;
- Helped build and maintain partnership relationships and understanding; and
- Afforded space for national discussions of thematic issues e.g. Alcohol and Drug partnerships.

In terms of delivering on that part of recommendation 9 relative to strategic governance, it was noted that there are a number of forums, including the SG's Justice Board, the Tripartite Group, and the NSG itself that brought partners (including representatives of Police Scotland, Social Work Scotland, Scottish Prison Service and Scottish Government) together to consider issues relevant to the effective delivery of multi-agency public protection. In further discussion the following key points emerged:

- There was no need to create a 'new group'. However the current NSG needed to be strengthened. For example it need to have the ability to commission horizon scanning work and develop policy and shared outcomes that balanced aspiration and practicality;
- Membership needed to be sufficiently senior and 'sit alongside' SOG chairs to increase decision making capacity;
- The NSG needed to ensure cross-cutting issues such as Domestic Abuse, Child and Vulnerable Adult Protection were identified, perhaps bringing about joint public protection work streams. In this connection there was a need for senior SG policy leads for these areas to come together and make a commitment to focus their activities around a shared public protection framework in order to provide consistency across Scotland;
- There was a need to consider whether NSG membership was truly representative e.g. SG, LAs, Health, ASD, Equalities; and
- Need to ensure 2 way flows of actions, i.e. national – local – national.

Monitoring and quality assurance

In discussion of monitoring and quality assurance, attendees noted that the 2015 MAPPA Thematic Review confirmed that MAPPA had vastly improved arrangements for information sharing and management of sex offenders. However, there was currently little evidence available of outcomes in terms of reducing reoffending and public protection. This was not easy to evidence and it was likely that this would be best achieved through a combination of qualitative and quantitative information. It was acknowledged that some information was

already collected (via the MAPPA Annual Reports or existing Scottish Government statistical bulletins, for example) and it was noted that separate work was on-going within the SG to better engage Analytical capacity to consider how existing statistics and data trends could better contribute to the wider picture, as well as identifying any information gaps. It was also accepted that the NSG itself (as well as the SG) needed to identify what data/statistics it needed to make informed decisions/interventions in due course.

In terms of quality assurance it was acknowledged that regular self-evaluation that had a clear focus on impact, outcomes and continuous improvement was being employed more frequently across the MAPPA landscape. However whilst such evaluations often went beyond fault finding, problem fixing, and highlighting effective practice, the process needed to stand up to scrutiny and enjoy public/political/media confidence. In terms of independent quality assurance of MAPPA, attendees considered whether the current inspection regime should be maintained or whether an alternative model should be considered. In so doing attendees recognised that the inspection model that had been developed for the 2015 Thematic Inspection, where a number of Inspectorates worked together to provide a multi-agency inspection regime, provided the most obvious basis for an inspection model for MAPPA.

Key findings

In further discussion of monitoring and quality assurance the following key points emerged:

- The joint Inspection team would follow up on the Thematic' s 10 recommendations and 17 areas for development;
- Acknowledge that as well as the 10 recommendations and 17 areas for development, generating learning, there was a need for MAPPA to better adopt the culture of learning lessons from past mistakes and successes. Where appropriate, the sharing of ICRs/SCRs would assist in capturing organisational learning;
- Need to look jointly at themed issues;
- In terms of self-assessment/evaluation need to involve a range of partners; resources and legal underpinning need to be considered;
- Need to be clear on purpose of any self-evaluation and whether it reassures the public. In this connection any model must be used consistently and carry with it a degree of independent assurance;
- There may be a role for the Scottish Ministers in setting down clear expectations nationally;
- Needs to be proportionate and recognise existing individual governance arrangements.

Conclusions

- 1) The current national oversight arrangements will be reviewed, in light of the views expressed above providing clarification around roles, remits and attendees.

- 2) Local MAPPA Co-ordinators will continue to meet on a quarterly basis to share good practice, discuss issues of national relevance and identify areas for development to enhance delivery of MAPPA.
- 3) The Scottish Government's Community Safety Unit will continue to provide support in relation to national oversight, including chairing and providing secretariat support for meetings of a national MAPPA oversight Group, MAPPA Co-ordinators Group and MAPPA Development Group
- 4) The Scottish Government will consider how work relating to public protection is effectively communicated to stakeholders and the public.
- 5) The Scottish Government will seek to expand the evidence base on sex offenders in order to:
 - (5.1) assess the efficiency and effectiveness of current offender management policies;
 - (5.2) help future proof offender management policies against potential ECHR challenges; and
- 6) Further discussions will take place with the relevant inspectorates (HMICS, Care Inspectorate, and HM Chief Inspector of Prisons) on the development of a multi-agency inspection regime for MAPPA including a self-assessment model.

Attendees	
Police Scotland	[REDACTED] (NSS- VISOR))
Strategic Oversight Groups	[REDACTED] (South West Scotland) [REDACTED] (Lothians etc.) [REDACTED] (North Strathclyde) [REDACTED] (Lanarkshire) [REDACTED] (Fife) [REDACTED] (Tayside)
Care Inspectorate	[REDACTED]
SPS	[REDACTED]
MAPPA Coordinator representatives	[REDACTED] (Forth Valley)
Risk Management Authority	[REDACTED]
Parole Board	[REDACTED]
HMICS	[REDACTED]
SG Community Justice Services	[REDACTED]
SG Safer Communities Division	[REDACTED] (chair) [REDACTED] [REDACTED] (Facilitator) [REDACTED] note taker)

From: [Redacted]
Sent: 26 February 2016 11:21
To: [Redacted]@edinburgh.gov.uk; [Redacted]@northlan.gcsx.gov.uk; [Redacted]@angus.gov.uk; [Redacted]@fife.gcsx.gov.uk; [Redacted] (Social Work); [Redacted]@sps.pnn.gov.uk; [Redacted]@scotland.pnn.police.uk; [Redacted]@scotland.pnn.police.uk; [Redacted]@renfrewshire.gcsx.gov.uk; [Redacted]@renfrewshire.gcsx.gov.uk; [Redacted] (Social Work); [Redacted]@scotland.pnn.police.uk; [Redacted]@scotland.pnn.police.uk
Cc: [Redacted]
Subject: MAPPA National Strategic Group 18 February 2016 minutes

Dear All,

Please find attached the note of last week's meeting. With many thanks to [Redacted] I also enclose the anonymised version of a recent ICR concerning [Redacted] where you may wish to reflect upon the findings and learning points that emerged.



MAPPA NSG 18
FEBRUARY 2016 ...



11-KW-1015-RP -
ICR - ANONYML.

[Redacted]
Public Protection Unit
Safer Communities Division
Scottish Government

[Redacted]
 [Redacted]

From: [Redacted]
Sent: 24 February 2016 10:11
To: [Redacted]@edinburgh.gov.uk; [Redacted]@northlan.gcsx.gov.uk; [Redacted]@angus.gov.uk; [Redacted]@fife.gcsx.gov.uk; [Redacted] (Social Work); [Redacted]@sps.pnn.gov.uk; [Redacted]@scotland.pnn.police.uk; [Redacted]@scotland.pnn.police.uk; [Redacted]@renfrewshire.gcsx.gov.uk; [Redacted]@renfrewshire.gcsx.gov.uk; [Redacted] (Social Work); [Redacted]

([redacted]@scotland.pnn.police.uk); [redacted]@scotland.pnn.police.uk)

Cc: [redacted]

Subject: MAPPA National Strategic Group 18 February Action List

Dear All,

Please find attached the Action List from last week's meeting. I also enclose the ViSOR leaflet and Housing material referred to therein. I will contact you in the near future about our proposals to hold a separate workshop to take forward recommendation 9 of the Thematic report, namely:

Recommendation 9: The Scottish Government in partnership with Responsible Authorities should establish a robust national governance structure to utilise trend data relating to sex offending to better inform strategic planning for the continued effective and efficient delivery of MAPPA.

<< File: MAPPA NSG Action List 18 February 2016.docx >>

<< File: VISOR VETTING STANDARDS GUIDANCE LEAFLET FINAL.docx >>

<< File: VISOR VETTING FLOWCHART.docx >>

<< File: 2016 02 02 Letter to SOLOs Forum.docx >>

<< File: Housing - presentation at SOLO Forum.pdf >>

[redacted]

**Public Protection Unit
Safer Communities Division
Scottish Government**

[redacted]

**MAPPA NATIONAL STRATEGIC GROUP MEETING ST ANDREW'S HOUSE,
EDINBURGH
18 February 2016, 10:30**

Present

[REDACTED] (chair) Scottish Government (SG), Safer Communities
Chair, Edinburgh, Lothian & Borders SOG
Chair, Lanarkshire SOG
Chair, Tayside SOG
Chair, Fife SOG
Glasgow SOG
Police Scotland
Scottish Prison Service (SPS)
Chair, Forth Valley SOG
Police Scotland
Chair, Northern SOG
South West Scotland SOG
SG, Community Safety Unit (CSU)
SG, CSU
SG, CSU

Welcome and Introductions

1. [REDACTED] welcomed members to the latest meeting of the MAPPA National Strategic Group (NSG).

2. Apologies

2.1 The following apologies had been received:

- [REDACTED] SG Housing;
- [REDACTED] North Strathclyde SOG Chair;
- [REDACTED] Glasgow SOG Chair;
- [REDACTED] Police Scotland
- [REDACTED] National Systems Support

3. Minutes of previous meeting on 15 October and matters arising

3.1 The minutes as circulated were agreed subject to the following amendments:

- [REDACTED] represented [REDACTED] whose apologies had been tendered;
- [REDACTED] represented [REDACTED] whose apologies had been tendered.

3.2 Updates were provided on the following matters arising from the NSG's meeting on 15 October 2015:

- [REDACTED] (Drugs and Alcohol National Support Specialist) contact details were circulated on 9 November 2015;
- 2 Scottish Parliamentary motions relative to the management of sex offenders and the NASSO were circulated on 19 October 2015;
- North Strathclyde's RSOs in Care Settings return was submitted to SG on 15 January 2016.

4. MAPPA thematic inspection

4.1 In introducing this item, which [REDACTED] suggested would rightly comprise the bulk of the meeting, she explained that the NSG would initially be used as the scrutiny and governance mechanism to take forward the Report's 10 recommendations and 17 areas of development.

4.2 In discussion of the recently circulated action plan the following main points were raised:

- **On recommendation 1** members noted the progress being made by the short life working group developing parameters and minimum practice standards for conducting Environmental Risk Assessments (ERAs)- see also item 5 below.
- **On recommendation 2** members acknowledged that the risks posed by internet offenders presented a number of challenges in terms of the scale and fast moving technical complexities that impacted on responsible authorities (something that is also significant for recommendation 3). The global reach of the problem also called for a 'whole systems approach', and the utilisation of academic and enforcement expertise. In this latter connection the National Crime Agency and institutes like the University of Liverpool, and the RMA were also cited.
- **On recommendation 4** members noted the progress being made by SG Child Protection colleagues to address problems associated to 'sexting'. In further discussion it was acknowledged that children (under 16) sharing intimate images should be dealt with as a child protection, not a criminal justice matter.
- **On recommendation 5** members noted that SGCSU colleagues had framed draft Level 1 guidance that would be circulated for consultation shortly. This guidance was drawn from existing examples of good practice relative to Level 1 offenders identified through the Thematic inspection.
- **On recommendation 6** members noted that following the MAPPA co-ordinators meeting on 18 January 2016, [REDACTED] was drawing up a common set of key functions for co-ordinators, which would be circulated for comment.
- **On recommendation 7** members acknowledged the progress being made by the Tripartite and MAPPA Development Groups to overcome the barriers to

the effective and efficient use of ViSOR. It was recognised that the issue involved a range of work, including accessibility, vetting, and HR. It was noted that an action plan was being devised to address these issues. In terms of vetting, the recently circulated ViSOR users leaflet was generally regarded as helpful in explaining the current situation.

ACTION SGCSU to circulate ViSOR users leaflet for information.

In further discussion of **recommendation 7** it was acknowledged that the introduction of a 'period of grace' for those needing to be vetted was welcome, given the volume of officers and staff needing to be processed. It was also stressed that it was important to dispel myths about vetting.

██████████ explained that ViSOR was likely to be discussed at the Social Work Scotland Executive meeting on 19 February. In this latter connection members asked what the SOLACE position was on ViSOR relative to vetting.

ACTION SGCSU to establish SOLACE position on ViSOR relative to vetting.

- **On recommendation 8** members noted the extent to which the SG was assessing the extent to which existing public engagement opportunities and whether they could feature in any future strategy. In doing so members recognised the challenges faced in designing such a strategy with impactive/informative key messages, that met the needs of a variety of audiences, both local and national, and including elected members. The potential for costs to be associated with the implementation of such a strategy was also noted.
- **On recommendation 9** members welcomed ██████████ suggestion that a separate workshop be organised to consider the remit and membership of the NSG and to attach firm timescales to deliver on the Thematic recommendations. The workshop would also allow members the opportunity to consider the NSG's relationship and interaction with the SG's Justice Board and Tripartite Group (and members of this Group could be invited to attend the workshop). In further discussion ██████████ explained that work was progressing with the SG's Justice Analytical Service to expand the evidence base on sex offenders in order to assess the efficiency and effectiveness of current sex offender management policies, and help future proof MAPPA to better inform strategic planning for the continued effective and efficient delivery of MAPPA.

ACTION SGCSU to organise separate workshop relative to recommendation 9

- **On recommendation 10** members welcomed the suggestion that a standardised process for Initial Case Reviews (ICRs) and Significant Case Reviews (SCRs) be worked up drawing together, if possible the similar processes relative to child/adult protection and domestic abuse.

4.3 ██████████ explained that further to the helpful meeting with MAPPA co-ordinators on 18 January, local action plans were being developed to map progress

on the 17 Areas of Development identified in the Thematic report. [REDACTED] acknowledged that a number of these areas required action from the SPS and the NHS and she was engaging with them separately on those.

5. MAPPA and Housing

[REDACTED] provided the following update on behalf of [REDACTED]

5.1 Environmental Risk Assessment (ERA)

SG Housing colleagues had established a working group made up of key stakeholders to produce standard national ERA guidance with a view to publishing this year. This work predated Recommendation 1 of the Thematic report. The group met on 16 September and 22 October 2015. Draft guidance was currently being produced and the group was scheduled to meet to consider this by the end of March 2016.

5.2 National Sex Offender Liaison Officer (SOLO) Meeting

[REDACTED] highlighted a number of issues relative to the Sex Offender Liaison Officer (SOLO) Forum event on 14 February, and a particularly controversial presentation by one Registered Social Landlord (RSL) representative.

In further discussion it was noted that Scotland's Housing Network (SHN) facilitated the SOLO Forum. Agenda items were suggested by those attending and speakers were invited by SHN. In terms of the presentation in question it was noted that a number of attendees challenged the views expressed as not being representative of the relationships they had with RSLs. Those attending from Glasgow were given the opportunity to respond, which they did.

In closing this part of the discussion, [REDACTED] explained that the Chief Executive of the SFHA had since sent a letter of apology to those who attended. The apology recognised that the presentation was seen by many SOLO officers as misleading and potentially damaging to the good multi agency work taking place. It highlighted that the views expressed did not reflect those of the housing association sector or the SFHA and it provided assurance that they would undertake more appropriate screening in relation to nominated speakers to ensure that balanced and representative views were shared.

ACTION: [REDACTED] agreed to circulate the relevant presentation and a copy of the SFHA letter to NSG members for information.

6. Update from Scottish Prison Service

[REDACTED] provided the following update:

6.1 MAPPA Extension

SPS was implementing its readiness plan for the MAPPA extension. The plan included communication for staff & prisoners, amendments to the ICM minute format, an internal monitoring system and changes to SPS internal MAPPA audit and reporting standards. A formal briefing for prisons, attended by SGCSU colleagues was planned for 4th March.

6.2 MAPPA Thematic Review

SPS continued to examine the recommendations & areas for development published in the Review to determine how it can improve its contribution to the development of MAPPA. SPS was also planning to hold a strategic review of the allocation and management of sex offenders in SPS as part of its overall strategic review of population management in the light of changing legislation and the field of Violence Against Women.

6.3 VISOR

SPS was working on a new circular to prisons to update the data requirements in line with the MAPPA extension and draft MAPPA 2016 guidance. Its Public Protection Unit was also preparing its readiness for the creation of nominals when prisoners were being transferred to less secure conditions.

6.4 SCR – HMP Barlinnie

SPS had been in contact with the Crown Office to try to establish if and when a FAI would be held. No final decision had been reached. Therefore the extant legal advice not to release any files, (for the purposes of a SCR) pending a decision on FAI still held.

7. Update from Police Scotland

[REDACTED] left the meeting but subsequently lodged the following update:

7.1 Divisional Audits

The National Offender Management Unit (NOMU) had completed an audit of the 14 divisional OMUs across Scotland (now 13). The suggested programme of re audits taking the form of a thematic review addressing the key areas of risk and ensuring Audit Recommendation Action Plans have been implemented and completed to the required standard will be subject of consultation with Local Policing via the respective Local Policing Detective Superintendents.

7.2 Police Risk Practice Process - Proposed Pilot

It has long been recognised that although Police use accredited Risk Assessment tools to assess the risks posed by RSO's, there is no structured process or framework to thereafter assess these resultant risks in conjunction with other known

information that then informs and guides decisions regarding Risk Management Plans (RMPs) and actions required to manage the risks. This results in RMPs, which are very subjective, lack consistency and which have no structured basis on which to evidence the reasoning or justification for the actions taken. This being of more significance for those offenders that are solely managed by Police. The Police Risk Practice Process would address this issue and would be utilised for all MAPPA Level 1 offenders and would complement the new MAPPA 2 & 3 document set and allow for the easy transition of offenders and information between MAPPA levels. The Police Risk Practice Model will be piloted in 2 divisions after receiving the Police Risk Practice training. A and E Divisions have been identified to run the pilot. Further development work of the process is required by the RMA prior to pilot implementation. It is anticipated that pilots will begin in April 2016.

7.3 Introduction of new MAPPA Level 2 & 3 document set & Risk Training

Training commenced on 20 January 2016 with a further 7 courses being held up until the end of April 2016. 75% of all OMU staff are expected to be trained for implementation of the MAPPA extension. Thereafter further courses in May and June 2016 will complete the training for the remaining staff. The 2 day course, which is being delivered jointly by Police and RMA, has received excellent feedback.

7.4 Partnership working with Home Office Immigration & Enforcement (HOIE)

The NOMU has undertaken a review of all RSOs and identified a number of foreign nationals who are RSOs. A number of said offenders have been subject of ACRO criminal record checks and have/are being reviewed to ascertain if they meet the new HOIE criteria for removal/deportation.

7.5 Remote Monitoring Software to assist in the management of RSO.

PCE is a web based application which can be used on any PC/laptop and tablet/netbook using Windows Operating system, MAC OS up to v. 10.8 IOS on iPads from September 2015. It is not currently available for use with mobile phones.

PCE would assist the management of offenders with regard to the identification of further offending but more importantly lifestyle information, habits and early indication of risk escalation and triggers. The benefits are apparent with regard to those offenders that offend sexually but given the use of a specific word library, this could prove a useful tool for serious violent offenders as well as offenders who will be managed under Serious Crime Prevention Orders once introduced. Additionally, it would provide more intrusive management with more efficient use of resources. Currently PCE could only be used with offenders who provided their consent for the software to be installed, albeit future Sexual Offences Prevention Orders (SOPOs) /Risk of Sexual Harm Orders (RoSHOs) applications would be worded accordingly to ensure that PCE could be deployed and if deemed necessary existing SOPOs/RoSHOs could be amended. It is anticipated that this would assist CJSW

monitor licence conditions/ Community Payback Orders but would require further discussion with CJSW colleagues. There is, however, a cost implication.

7.6 SA07

Police Scotland has held three Professional Development Days (Dundee, Jackton and Stirling) with 100 officers in attendance. The feedback was positive and a request has been made to hold a further event in the Spring.

8. Update from Strategic Oversight Group Chairs, including SCRs/ICRs

SOG Chairs or their representative provided the following updates from their areas:

8.1 Lanarkshire

██████████ confirmed that 1 ICR had concluded but would not move to SCR on the basis that no inappropriate practice had been identified. However a number of issues were raised relative to the community care needs of the offender, and she agreed to circulate a brief overview.

ACTION: ██████████ agreed to provide a brief overview of the issues raised in recent ICR relative to community care needs.

██████████ also took the opportunity to note that a review of the areas Level 1 protocol was on-going to determine whether resources were being efficiently used. ERA processes were also being reviewed.

Other developments included the RMA organising fundamental risk practice training for 20 staff (a significant number of CJSW staff required similar training), and Professor ██████████ delivering MAPPA Level 2 Chairs training.

8.2 Tayside

██████████ confirmed the recent appointment of a MAPPA co-ordinator. She also confirmed that the SOG had framed a local action plan to take forward relevant aspects of the thematic report.

8.3 Fife

██████████ explained that 1 recent ICR would not proceed to SCR., since it did not reveal anything about the offender's management. A longstanding SCR could not be published yet due to on-going legal proceedings.

8.4 Glasgow

██████████ noted that in anticipation of the MAPPA extension the SOG had held discussions with the Divisional Commander. He also confirmed that the area was gearing up to the release of 2 Level 3 offenders, which had obvious resource implications for the responsible authorities.

In concluding ██████████ explained that MAPPA Chairs training was scheduled to take place in March.

8.5 Forth Valley

██████████ explained that a recent ICR raised a number of issues given that the subject was ██████████. In further discussion of the importance of adult support and protection activity being linked to MAPPA, ██████████ agreed to provide an anonymised version of recent ICR concerning ██████████.

██████████ also noted that a further ICR raised issues relative to Learning Disability, the outcome of which was awaited.

ACTION ██████████ to provide an anonymised version of recent ICR concerning a restricted patient.

8.6 Northern

██████████ explained that a recent ICR was not likely to go to SCR. The outcome of a historic SCR was still awaited. In further discussion he explained that consideration was being given to the division of the SOG into two distinct areas covering Aberdeen/Grampian and the Highland/Islands. The split was felt necessary given the large geographic area covered by the existing SOG and the fact that it has to engage with so many diverse agencies, including 7 local authorities, 5 NHS boards, and 2 police divisions.

8.7 South West Scotland

██████████ explained that while a recent ICR would not proceed to SCR it had raised issues relative to liaison with the Police Service of Northern Ireland. He agreed to provide a brief overview of the case.

ACTION: ██████████ to provide short overview of recent ICR where liaison with Police Service of Northern Ireland had been identified as an issue

██████████ also noted the potential public order issues relative to a MAPPA level 3 / SOPO offence being heard in open court, which led to national and local reporting that highlighted concerns about editorial guidance.

9. Update from Scottish Government Public Protection Unit

NSG members noted the recently circulated SGPPU update paper.

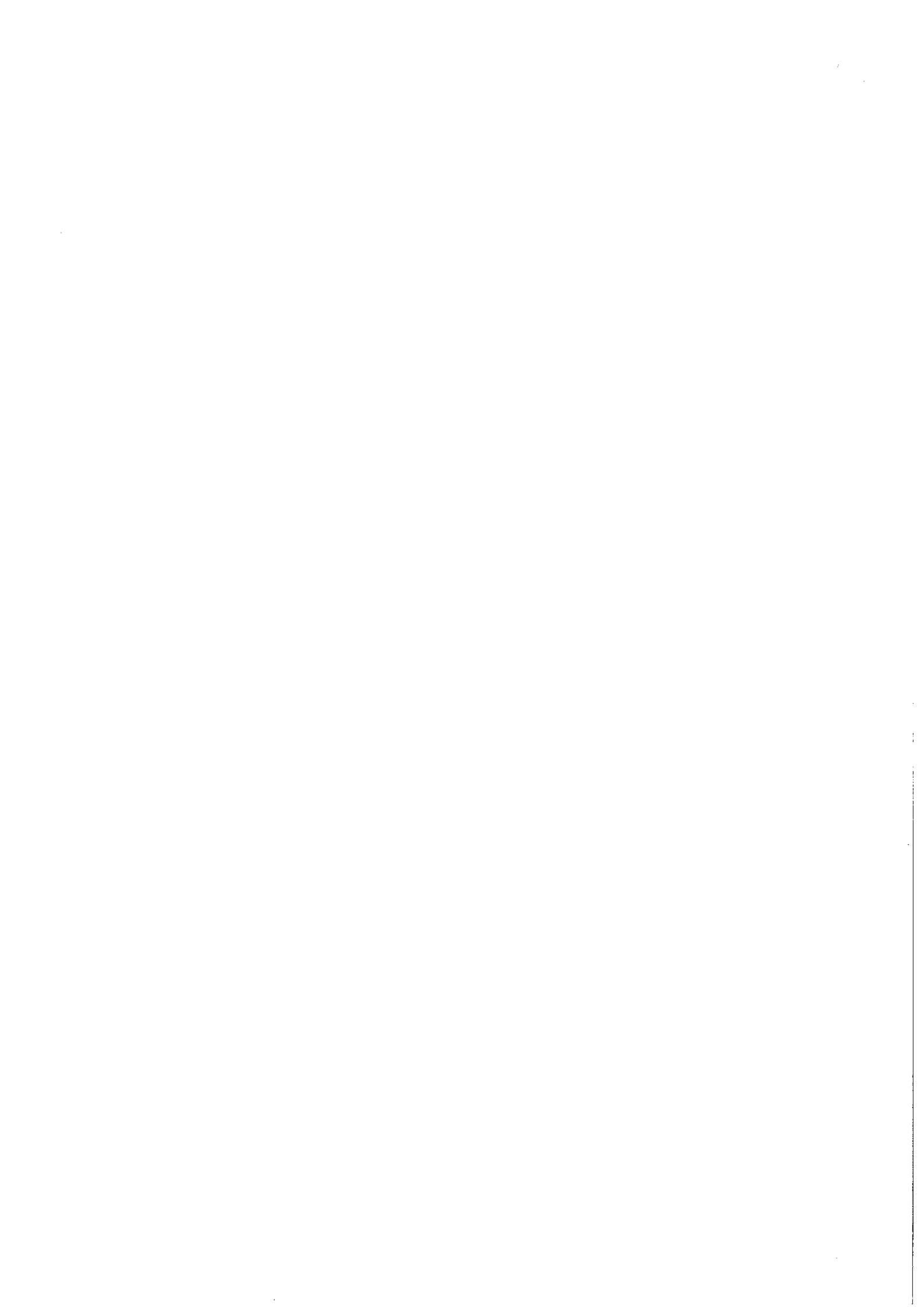
10. **AOCB**

No other business was discussed.

11. **Date of Next Meeting**

The following dates have been suggested for meetings in 2016:

- Thursday 16 June
- Thursday 13 October.



MEETING OF THE MAPPA NATIONAL STRATEGIC GROUP, 18 FEBRUARY 2016: ACTION LIST

Item	Action by	Timescale
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MAPPA Thematic Inspection

Circulate ViSOR users leaflet relative to recommendation 7.	Secretariat	ASAP
---	-------------	------

Establish SOLACE position on ViSOR relative to vetting.	Secretariat	ASAP
---	-------------	------

Organise separate workshop relative to recommendation 9	Secretariat	ASAP
---	-------------	------

MAPPA and Housing

Circulate Sex Offender Liaison Officer Forum presentation and subsequent Scottish Federation of Housing Associations letter.	Secretariat	ASAP
--	-------------	------

Strategic Oversight Groups

██████████ to provide a short overview of recent ICR where community care needs had been identified as an issue.	██████████	As appropriate
--	------------	----------------

██████████ to provide anonymised version of recent ICR concerning ██████████	██████████	As appropriate
--	------------	----------------

██████████ to provide short overview of recent ICR where liaison with Police Service of Northern Ireland had been identified as an issue.	██████████	As appropriate
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Dates of 2016 Meetings

Confirm availability for the following suggested meeting dates in 2016 (venues to be confirmed)	NSG members	Immediate
---	-------------	-----------

- 16 June
- 13 October

VISOR VETTING REQUIREMENTS

The purpose of this document is to provide clarity around the vetting requirements for ViSOR.

VETTING LEVELS

ViSOR is the recognised national IT system for the management of people who pose a serious risk of harm to the public. It is Home Office owned and maintained and as such, it is the Home Office that sets the level of vetting required.

In order to access and use ViSOR all staff must be vetted to either Non-Police Personnel Vetting Level 2 (NPPV 2) or Non-Police Personnel Vetting Level 3 (NPPV 3), depending on an individual's role within ViSOR.

NPPV 3 is required for only those members of staff who are assigned the Central Point of Contact (CPC) role for ViSOR or the Local Point of Contact (LPC) role or Local Administrator for ViSOR.

NPPV 2 is required for all other staff accessing or using ViSOR.

WHAT IS THE DIFFERENCE BETWEEN ENHANCED DISCLOSURE, PVG AND NPPV

Prior to 2011, Criminal Justice Social Work staff were subject to Enhanced Disclosure checks, carried out by Disclosure Scotland, in order to access and use ViSOR.

Enhanced Disclosure **is not vetting** and is simply an employment check of the individual and consists of all unspent convictions, relevant spent convictions, unspent cautions, inclusion on children's or adults' lists and other relevant information held by Police forces and other Government bodies i.e. Sex Offender Notification Requirements.

In February 2011, the Scottish Government introduced a membership scheme to improve disclosure arrangements for people who work with vulnerable groups. The Protecting Vulnerable Groups Scheme (PVG Scheme) is also managed by Disclosure Scotland and helps to ensure that those who have regular contact with children and protected adults, through paid and unpaid work, do not have a known history of harmful behaviour.

PVG is a routine check of an individual's criminal history record as held on the Scottish Criminal History System and **is not vetting**.

NPPV is the **UK wide accepted and mandated level of vetting** which provides a means of ensuring that persons other than police officers, police staff, including PCSOs, and members of the Special Constabulary (subject to separate but equal levels of vetting), having physical or remote access to ViSOR have been assessed as to their reliability and integrity and thus suitability for clearance.

NPPV includes the same "system" checks as Enhanced Disclosure and PVG, as well as others, but also includes family members and financial checks all of which is intended to protect the individual and organisation from the potential for manipulation and the inappropriate disclosure of sensitive information.

NPPV policy has been the subject an Equality Impact Assessment which shows the policy has no potential or actual differential impact on grounds of race, ethnicity, nationality, gender, transgender, disability, age, religion or belief or sexual orientation.

WHAT IS INVOLVED IN NPPV 2 & NPPV 3 VETTING

The requirements for NPPV 2 and NPPV 3 vetting are as follows:

NPPV 2

The individual member of staff must provide their full details, address/s for the past 5 years, as well as details of their:

- spouse/partner,
- any children (including dependants & stepchildren)
- any other person resident at their current address.

All are subject of checks which include all conviction information, spent and unspent, and any other non-conviction information considered to be relevant by the police or other Government bodies.

In addition, individual member of staff must provide details of their financial circumstances and those of their spouse/civil partner/partner, in the last 10 years (including details of any court orders, repossession, bankruptcy, debt referral orders etc.).

NPPV 3

The individual member of staff must provide their full details, address/s for the past 10 years as well as details of their:

- spouse/partner
- previous spouse/partners
- parents/step parents/guardians
- any children (including dependants & stepchildren)
- brother(s)/sister(s) and half/step and brother(s)/sister(s)
- any other person resident at their current address.
- secondary employment/business interests
- financial circumstances and those of their spouse/civil partner/partner, in last 10 years (including details of any court orders, repossession, bankruptcy, debt referral orders etc.).

All are subject of checks which include all conviction information, spent and unspent, and any other non-conviction information considered to be relevant by the police or other Government bodies.

WHAT HAPPENS IF I FAIL NPPV VETTING

Police Scotland Vetting Unit undertakes NPPV on behalf of Scottish Criminal Justice Social Work according to existing policy and procedures. Where an applicant fails the vetting clearance applied for, the Vetting Unit will inform the applicant, and only the applicant, of the reason for the failure. It is up to the individual applicant to decide whether to disclose the reason to their line manager, however; if the reason is deemed to be a serious risk to the organisation impacted, Police Scotland will make a pro-active disclosure.

If the applicant and/or their line manager believes there are mitigating or other influencing circumstances that may have affected the application, an appeal can be made to the Police Scotland Vetting Unit. (Please see the attached Appendix)

The application will be re-assessed again in light of the new information by an independent review officer and the outcome will be made known to the applicant. The decision at this stage is final.

Financial failure

If the failure is as a result of financial concerns and an appeal is made, the Vetting Unit may contact the organisation concerned, if agreed to by the applicant, and discuss further the reasons surrounding the decision with a view to resolving if further assurances and conditions are met.

MAPPA DEVELOPMENT GROUP

SCOTTISH GOVERNMENT, POLICE SCOTLAND,
SOCIAL WORK SCOTLAND, SCOTTISH PRISON SERVICE,
RISK MANAGEMENT AUTHORITY, VISOR NATIONAL SYSTEMS SUPPORT,
MAPPA COORDINATORS GROUP, NHS FORENSIC NETWORK

Mackintosh Room Atlantic Quay Glasgow

MINUTES OF MEETING – THURSDAY 4th May 2017

[Redacted] (Vice Chair) [Redacted]
[Redacted]
[Redacted] (minutes)

SG Public Protection Unit
Police Scotland NOMU
ViSOR National Systems Support
ViSOR National Systems Support
Risk Management Authority
MAPPA Coordinators Group
MAPPA Coordinators Group
Social Work Scotland
SG Community Justice
SG Safer Communities

APOLOGIES

[Redacted] (Chair)
[Redacted]

SG Public Protection Unit
Police Scotland NOMU
Police Scotland IS
NHS Forensic Network
NHS Forensic Network
Scottish Prison Service

Item 1 - Welcome and Introduction

Chair welcomed attendees and noted apologies from the above.

Item 2 - Previous Minutes and Update on Actions

Minutes of the previous meeting of **Thursday 9th March** were accepted without comment.

Open actions were discussed and updated accordingly, full details reflected in the updated Action Log.

Item 3 – ViSOR

[Redacted] updated that Edinburgh City Council Chief Executive took the decision that all staff required to use ViSOR will be subject of vetting. [Redacted] reported that already there has been some push back and a series of questions have been posed to PSOS Vetting Unit which will be answered and returned.

02

█ and █ will be holding CPC Engagement Days throughout June in the North, East and West with invites being extended to CPC's and Service Managers. Topics to be covered will include the National Action Plan, Local Action Plans, Housekeeping and vetting. The benefits of the system will also be revisited by █ which will reflect recent case examples and highlight effective use and practice.

█ reported that the action taken from the CSWO group in relation to housekeeping had been drafted, however there was concern over a couple of sentences which related to not accessing ViSOR in the last 12 months and the unarchiving of records.

Further clarification was provided to █ in relation to the content of the housekeeping brief and with this clarity it was agreed that █ would take this to SWS for approval and thereafter dissemination through CSWO Group.

ACTION 1 – Clarity around housekeeping documents to be taken to SWS Standing Committee for approval and sign off.

█ spoke about the recent thinking paper which had been presented to SWS Standing committee and thereafter SWS Chief Executive Group where it was agreed that local ViSOR action plans be progressed in each SOG area.

█ advised that the understanding was that each area would 'consider' whether or not to compile a local action plan, however this had been reported to █ by █ that each area would be compiling plans. The local action plans would dovetail into the National Action Plan and it was agreed with █ that an email would be sent to all SOG chairs advising of this with a deadline date of August 2017.

Discussion took place around the ownership of these plans owing to them being specific to Social Work – where should the governance lie, for example with a lead in Social Work or with the SOG chairs. █ agreed that she would raise this at the next NSG meeting.

ACTION 2 – Clarification required from SWS around the commitment to deliver locally on the compilation of ViSOR Local Action Plans

ACTION 3 – Confirm if email from █ to SOG chairs has been circulated and includes the National ViSOR Action plan as a template and a deadline date of August 2017.

NSS are currently reviewing the ViSOR National Standards and this will include discussion with SWS to progress towards sign off.

ACTION 4 - █ to arrange meeting with new chair of SWS Standing Committee when appointed on 19th May 2017

█ advised that the current temporary arrangement put in place for SPS to create CAT 3 records on behalf of CJSW will not be included in the standards as this was put in place as a temporary measure to assist with the initial introduction of CAT 3 but the longer term process would be for CJSW as the lead agency have full responsibility for creating ViSOR records.

█ spoke to the paper circulated on archiving of CAT 3 records. Any comments in relation to be returned to █ and thereafter this will be circulated to CPC's and MAPPA Coordinators.

ACTION 5 - Provide any comments on CAT 3 archiving of records to █ and thereafter NSS will circulate

Item 4 – Practice and Training

█ advised provided a brief summary of the numbers who have completed RoSH training within both police and Criminal Justice. He thereafter updated on the endorsement for the RMA to deliver courses over the next 12 months for both Police and Social Work.

RMA will deliver six national courses between August 2017 and March 2018, for approximately 150 participants. Based on full attendance at these events, this would increase the proportion of social workers trained from 40% to 60%. Those requiring training will be prioritised for those staff who currently or expect to manage MAPPA level 2 and 3 cases, those who can expect to identify need for/undertake a RoSH assessment and risk management plan within 6 months of attendance.

█ agreed to share a paper on this with █ in order that it can be highlighted at the next SWS Standing Committee on 12th May 2017.

ACTION 6 – █ to circulate proposed dates to group for both Police and Social Work

ACTION 7 – █ to summarise paper produced by RMA on RoSH training proposal at next SWS Standing Committee.

█ advised that PSOS were currently working on a toolkit and SOP for police offender managers and they are also reviewing the Offender Management Course which will look to incorporate Risk Practice Training.

█ updated that the RMA were currently compiling a paper on Internet Offenders to be presented to the NSG. This includes research, consultation and a review of available literature and risk instruments. This will be carried out in response to HMIC(S) recommendation 2 and upon completion this will be shared with the MDG.

Item 5 – MAPPA Operational Delivery

The local Annual report stats require to be submitted to SG by 14th May 2017 and thereafter the national stats will be added and thereafter returned to SOG areas for inclusion in Annual Reports. This year the Coordinators will use the ViSOR reporting tool which will pull the stats from each SOG area. These figures should therefore tie in with the public facing stats produced by PSOS on a monthly basis.

CAT 3 review questionnaires are slowly being returned and thereafter they will be analysed and a summary produced at the next MDG.

The Operational guidance for DWP will now be progressed with Information Management confirming that the DWP email is secure for the next year. This will be progressed and signed off by all Responsible Authorities.

ACTION 8 – [REDACTED] and [REDACTED] to complete DWP Operational Guidance and progress to sign off.

[REDACTED] updated the MDG in relation to the Restricted Patients Branch as the current PSOS secondment finishing in August 2017. The RP Branch are creating a hub with personnel trained on ViSOR. They will then become "partners" and there will also be a supervisor who will take on the LPC role which will allow access to all restricted patients and continue to check ViSOR daily.

[REDACTED] reported that he continues to progress consistency of documentation in relation to LSCMI and RoSH, MAPPA Document set and includes OLR.

[REDACTED] confirmed that the SWS Interim guidance relating to the completion of the MAPPA document set, Risk of Serious Harm assessment (RoSH) and Risk Management & Contingency Plans (RM&CP) has now been signed off by CSWO Group. Once a covering sheet has been added this will be disseminated through the CSWO Group and [REDACTED] will also circulate to MAPPA Coordinators and SOG chairs.

[REDACTED] reported that the HMICS are close to completing their paper which will cover the actions taken in relation to the 10 recommendations. The draft paper will be shared with SOG chairs for comment prior to publication but in any event will be considered by the NSG when it next meets on 31st May 2017.

[REDACTED] updated on the police risk practice model which has been piloted in 3 Divisions. [REDACTED] will be carrying out an evaluation of the pilot and the Divisions who were part of the pilot will continue to use it. [REDACTED] emphasised that the Police Risk Practice Model aims to address inconsistency in Level 1 management within police.

[REDACTED] updated that there will be a SLWG meeting on 30th May with the specific role of progressing MAPPA Level 1 Minimum Practice Standards. This group has representation from RMA, PSOS, SPS, SWS and SG.

ACTION 9 – SWS to provide a nomination for attendance at the SLWG for MAPPA Level 1

Item 6 – Additional Updates from members (Agency Updates)

[REDACTED] stated that funding for MAPPA had not changed and asked if in the future there would be further funding for MAPPA taking account of the various changes which have occurred over the years.

[REDACTED] reported that this was not currently on the horizon and any amendments to funding would involve a full review of MAPPA.

Item 7 – AOCB

[REDACTED] updated that there was on-going refresher training for SA07 and within some Local Authorities there has been resistance to the training. Should an individual not pass the course this is communicated with their line manager and further training is undertaken however if they fail a second time this would be marked as not

competent. A report on this has been sent to SWS Standing Committee in order to try and resolve on-going concerns.

█ asked the group about thoughts on holding a National MAPPA conference which received agreement. This will be taken to the NSG for consideration.

Item 8 – Date and Location of Next Meeting

Thursday 8th June at 1330 hours at Dalmarnock Police Office

█
Scottish Government

MAPPA DEVELOPMENT GROUP

SCOTTISH GOVERNMENT, POLICE SCOTLAND,
SOCIAL WORK SCOTLAND, SCOTTISH PRISON SERVICE,
RISK MANAGEMENT AUTHORITY, VISOR NATIONAL SYSTEMS SUPPORT,
MAPPA COORDINATORS GROUP, NHS FORENSIC NETWORK

THURSDAY 4th May 2017, 1330 - 1530

MacKintosh Room, Atlantic Quay, Glasgow

ATTENDANCE

[Redacted] (Vice Chair)
[Redacted]
[Redacted] (minutes)
[Redacted]

- SG Public Protection Unit
- Scottish Prison Service
- Police Scotland NOMU
- NHS Forensic Network
- Police Scotland IS
- ViSOR National Systems Support
- ViSOR National Systems Support
- Risk Management Authority
- MAPPA Coordinators Group
- MAPPA Coordinators Group
- Social Work Scotland
- SG Community Justice
- SG Safer Communities
- NHS Forensic Network

APOLOGIES

[Redacted] (Chair)

- SG Public Protection Unit
- Police Scotland NOMU

AGENDA

1. Welcome, Introductions and Apologies
2. Previous Minutes and Update on Actions
3. ViSOR
 - SWS – Update
 - NSS Update
 - PSOS Update
 - Archiving of ViSOR Records (paper)
 - CPC / Service Manager Engagement Days
4. Practice and Training
 - National Risk Practice Training – Update
 - RMA Update



5. MAPPA Operational Delivery

- Cat 3 Review – Questionnaire - update
- LS/CMI and RoSH
- Annual Reports – Publication
- Operational Guidance DWP
- Restricted Patient Branch Update



6. Agency Updates

7. AOCB

8. Date and Location of Next Meeting – Thursday 1st June 2017



Subject: MDG
Location: Atlantic Quay, Glasgow
Start: Thu 04/05/2017 13:30
End: Thu 04/05/2017 16:00
Recurrence: (none)
Meeting Status: Meeting organizer

Organizer:
Required Attendees:



Optional Attendees:

Please find attached the agenda, previous minutes, action log and relevant papers for our meeting which takes place on Thursday 4th May 2017 at 1330 hours.

Thanks



Could you oblige and confirm that tea and coffee has been ordered.

Thanks



<< Attachments:

- [MAPPA Development Group - Agenda - 4th May 2017.docx](#) (30.4KB)
- [ACTION LOG MAPPA DEVELOPMENT GROUP.xls](#) (369.0KB)
- [MAPPA Development Group - Minutes - 9 March 2017.docx](#) (40.9KB)
- [Archiving VISOR Records - Category 3 'Other Dangerous Offenders'.docx](#) (168.8KB)

>>

Subject: MDG
Location: Atlantic Quay, Glasgow

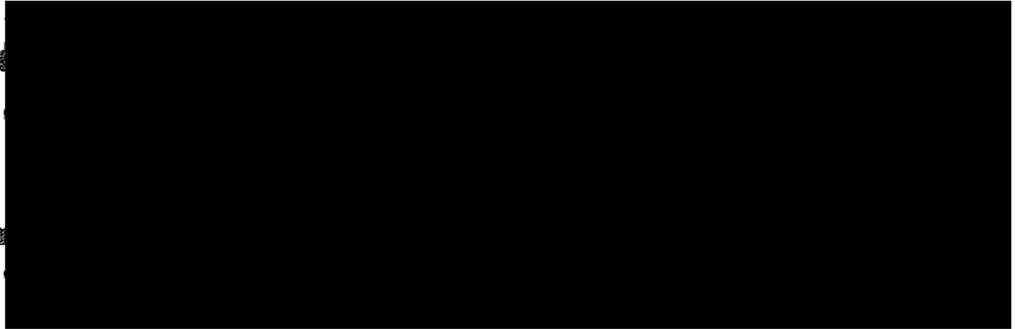
Start: Thu 04/05/2017 13:30
End: Thu 04/05/2017 16:00
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer:

Required Attendees:



Please find attached the agenda, previous minutes, action log and relevant papers for our meeting which takes place on Thursday 4th May 2017 at 1330 hours.



MAPPA Development Gr...



ACTION LOG MAPPA DEVELO...



MAPPA Development Gr...



Archiving ViSOR Records - Cate...

Development Gr... MAPPA DEVELO... Development Gr... Records - Cate...

Thanks



Could you oblige and confirm that tea and coffee has been ordered.

Thanks



ViSOR Improvement Plan		Version: 1.5 (DRAFT) – 14/02/2017			Owner: Scottish Government / MAPPA Development Group	
ISSUE /RAG	TITLE/OUTCOMES	TASKS	AGENCY/ LEAD	MILESTON E/DEADLI NE	PROGRESS	
A	<p><u>Improve Access to ViSOR (Current Stand-Alone Platform):</u> Security requirements of the ViSOR system require terminals to be sited in secure facilities separate from CJSW offices. This creates a barrier to the physical access of the system due to time and burdensome administrative process of gaining access to terminals.</p>	<ol style="list-style-type: none"> 1. Engagement with Home Office, MOJ/NOMS to examine options to improve physical access 2. Multi-agency partners develop a risk escalation case to the Home Office to agree a reduction in the security requirements to allow terminals to be re-sited into general CJSW offices 3. Scoping of Terminals to be relocated and plans to be drafted regarding siting assessments and moves 4. Implement relocations 	<p>SG [REDACTED]</p> <p>Police Scotland [REDACTED]</p> <p>NSS/ SWSA [REDACTED]</p> <p>Police Scotland [REDACTED]</p>	<p>Complete</p> <p>Complete</p> <p>Ongoing</p> <p>Ongoing</p>	<ul style="list-style-type: none"> • MOJ advise that terminals are located in open access areas in Probation Service for some time. Indication from Home Office is that a case to reduce security would be considered favourably (23/6/15) • Police Scotland, NSS and RUG work through Tripartite Sub-Group on Developing ViSOR in Scotland to draft Risk Escalation Case to Home Office to reduce requirements (28/8/15). • Case presented to NUG/Home Office (24/9/15). • Confirmation of case approval by Home Office (7/11/16) • Action to NSS to work with local authorities to develop scoping and implementation plan agreed at MAPPA Development Group (17/2/16). • 3 relocation requests made for site security visits to date (28/4/16) (NSS to confirm and provide details). 	

		NSS/MDG	Mar 2017	Action from MDG 15/12/16 – provide a summary report of a relocation request through to completion and disseminate to Local Authorities for information of the process. NSS Update - IN PROGRESS – Report highlighting generic security requirements being prepared by NSS following successful deployment of the REC.
B.	<p>Further Develop ViSOR Platform (to further improve usability): Provision of switched ViSOR terminals alongside existing local authority IT systems would further reduce the administrative burden in accessing the ViSOR database. Alongside existing LS/CMI secure email function this would greatly improve the ease of sharing information between the two systems.</p> <p>Also develop work to bring potential future integrated ViSOR access through Virtual Private Network (VPN) to a single computer terminal – ie “icon access” to ViSOR for CJSW on same terminals as LS/CMI</p>	<p>SG/ [REDACTED]</p> <p>Police Scotland [REDACTED]</p> <p>SWS [REDACTED]</p> <p>SG/ [REDACTED]</p>	<p>Complete</p> <p>Complete</p> <p>Ongoing</p>	<ul style="list-style-type: none"> • Early discussions with Home Office/MOJ NOMS regarding need for UKG to support provision in Scotland, technical challenges, costs and benefits of the system (23/6/15). • Action to Police Scotland and Social Work Scotland on behalf of Tripartite Sub-Group on Developing ViSOR in Scotland to scope spec required to bring toggling to Fife Council area (28/8/15). Agreed action no longer required. • Confirmation that action be overseen by MAPPA Development Group (17/2/16). • Agreement in principle that switched terminals can be provided subject to site security requirements being met (as for moved terminals). NSS to highlight to Local Authorities

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MAPPA DEVELOPMENT GROUP

SCOTTISH GOVERNMENT, POLICE SCOTLAND,
SOCIAL WORK SCOTLAND, SCOTTISH PRISON SERVICE,
RISK MANAGEMENT AUTHORITY, VISOR NATIONAL SYSTEMS SUPPORT,
MAPPA COORDINATORS GROUP, NHS FORENSIC NETWORK

Room 1W 10 St Andrew's House Edinburgh

MINUTES OF MEETING – THURSDAY 9th March 2017

[Redacted] (Chair) [Redacted]
[Redacted]
[Redacted]
(Minutes)
[Redacted]

SG Public Protection Unit
Scottish Prison Service
ViSOR National Systems Support
Risk Management Authority
MAPPA Coordinators Group
Police Scotland
SG Safer Communities
Social Work Scotland
ViSOR National Systems Support
SG Community Justice

Apologies:

[Redacted]

SG Community Justice
Police Scotland
SG Public Protection Unit
NHS Forensic Mental Health
MAPPA Coordinators Group
NHS Forensic Mental Health

Item 1 - Welcome and Introduction

Chair welcomed attendees and noted apologies from [Redacted]

Item 2 - Previous Minutes and Update on Actions

Minutes of the previous meeting of 9th February were accepted without comment.

Open actions were discussed and updated accordingly, full details reflected in the updated Action Log.

Item 3 – ViSOR

[Redacted] provided a ViSOR update on behalf of SWS highlighting that the 'Thinking Paper' compiled by [Redacted] (Chair ViSOR SRUG) was recently presented to the Social Work Standing Committee. Not all 32 Local Authorities were represented on the day however the paper was extensively debated and it was agreed that each LA would consider pulling together a ViSOR improvement plan detailing how best the authority could progress ViSOR. The Standing Committee also agreed that LA's

would look at the current ViSOR users and carry out housekeeping to ensure good data management.

With regard to the vetting issue specifically, it was noted at the standing committee some LAs are looking at work around solutions involving admin staff inputting data and/or moving to discrete teams which would manage MAPPA offenders and being part of that team would require agreeing to be vetted. However, it was acknowledged it was important for each authority to identify the most practical and sustainable solution taking account of the relevant challenges in each respective area.

█ advised that there remains issues with ViSOR staff training as staff cannot access training as they are not vetted. █ confirmed that this was correct and staff who required to be trained would need to have a vetting application submitted.

Action 1 – █ to provide a copy of the SWS 'Thinking Paper'

Discussion took place around the number of REC that had been processed and █ advised that this was difficult to quantify which ones had been as a result of the REC or those which were routine owing to office moves etc.

It was agreed that it was important to collate information on those areas which have positively embraced the REC, whereby PSOS have made an assessment and thereafter changes have been made to the location and placement of terminals. These particular cases should be documented and shared through the ViSOR User Group providing details of process and implementation.

█ highlighted that perhaps the communication around REC had not been effectively coordinated and provided to key personnel therefore it was agreed that information on REC should be sent through █ and the Standing Committee.

Action 2 – █ to send information on REC to █ for dissemination to Social Work Service Managers.

█ added that vetting forms continued to be submitted and this remains positive. She also advised that City Of Edinburgh Council Chief Executive has made a decision that all staff using ViSOR will be vetted and it is hoped that other councils may follow.

Action 3 – █ to liaise with Edinburgh to ascertain background and process in order that this can be shared and disseminated.

The National ViSOR Vetting plan has been updated and █ will produce a summary of this document for easy reference.

Action 4 – █ to provide a ViSOR summary of work completed so far.

NSS Update

█ provided the group with current ViSOR usage figures.

█ raised an on-going issue with Category 3 ViSOR nominals and establishing a clear process as to when these records should be archived upon the offender exiting the MAPPA process where they no longer meet the criteria.

Action 5 – █ and █ to meet and discuss process for archive of ViSOR records category 3.

The group questioned the lines of communication for ViSOR to ensure that the users were receiving key information as to the benefits of the system, current development and related issues.

█ advised that promoting the benefits of ViSOR beyond simply stating that of sharing information would be helpful. From a CJSW perspective staff believe they are currently proactive in sharing information through joint visits, reviews, e-mail and telephone. Also ensuring this information gets to right operational staff would be important too. █ highlighted that the communication within Social Work has not been as effective as it could have been therefore this should be something which is tasked through the user group and CPC's.

Action 6 – NSS and █ to take to ViSOR User group in order that they refresh benefits of system and disseminate through █ to all LA Service Managers.

Item 4 – Practice and Training

█ provided an update on figures for the recent interim RoSH training which included 2 Social Work and 1 police course. RMA are currently collating the feedback from the courses and will provide an update in due course. █ updated that she had recently met with the █ and █ Community Justice about the future of Risk Practice training. It was agreed that Rosh training was a priority for RMA 2017/18. There requires to be a realistic schedule of training courses for 12 month period (including agreement on total number to be delivered to CJSW and Police). Police Training – progress towards using the RMA for expert advice and guidance. Ensure criteria for attendance on the CJSW course is clear and prioritises those in need of training and who will utilise same

█ and █ will provide a fuller update at the next meeting.

█ currently looking at the RA and RMP produced by LSCMI and RoSH in an effort to streamline with the MAPPA RA and RMP. This will be reported on in due course.

Item 5 – MAPPA Operational Delivery

█ talked through the Cat 3 Review Questionnaire and highlighted who this would be sent to and persons responsible for completing same. The group were in agreement and █ to circulate and thereafter the returns will be collated and analysed by a crime analyst working within PPU.

LSCMI and RoSH

█ updated that the interim guidance paper on LSCMI/RoSH has not been presented to the Chief Social Work Officers Group as yet owing to difficulty in securing a slot on the agenda. Avenues are still being progressed with the hope that

the paper will be endorsed and provide direction for completion of MAPPA paperwork.

█ stated that there will be a meeting of the Adult Justice Throughcare Network on 15th May where the MAPPA paperwork, LSCMI and RoSH will be the focus and █ will also be in attendance at this meeting.

On Friday 9th June there will be a joint ICM/MAPPA Coordinators day where the completion of paperwork will be discussed along with other issues/concerns. RMA and representative from SWS to be invited to attend.

Annual reports – Publication

█ explained that in the post CJA world, there was a need for national consistency relative to the publication of MAPPA Annual Reports. At NSG it was agreed that the Reports would be published on each individual Local Authority Website, with a link being provided to the SG's national report. █ will also produce a consistent form of words to be included in each report.

Action 7 : █ Form of words to accompany the report to be generated

Item 6 – Additional Updates from members (Agency Updates)

PD advised that there were LSCMI IT problems in particular importing and exporting. SPS IT are in the midst of an upgrading programme and working on rectifying the bug in the system.

█ updated on behalf of Police Scotland that they were awaiting a quote for engaging █ services to evaluate the recent pilot for Police Risk Practice Model which will now be rolled out to Q Division.

█ invited discussion around the possibility of holding a National MAPPA Conference towards the end of the year.

Action 8 – Group to provide suggestions for topics to be included in any future conference.

Item 7 - AOCB

The group indicated that these meetings are worthwhile and that progress has been made. █ added that there would not be an April meeting given Easter and annual leave commitments over that time.

Item 8 – Date and Location of Next Meeting

This was agreed for **Thursday 4 May 2017, MacKintosh Room, Atlantic Quay, Glasgow**

█
Scottish Government