

JUSTICE EQUALITY AND DIVERSITY SUB-GROUP

NOTE OF MEETING HELD ON WEDNESDAY, 23 APRIL 2014 AT 2.00PM
IN LEVEL 7 CONFERENCE ROOM, PROCURATOR FISCAL'S OFFICE,
29 CHAMBERS STREET, EDINBURGH EH1 1LD

Present: Ruth McQuaid, COPFS (Chair)
Karen Kennedy, COPFS
Andy Bruce, SG
Michael Garden, JABS
Neil Stevenson, Law Society
Louise Baggott, SLAB
Marlene McCaw, COPFS (Minutes)

Apologies: Catherine Dyer, Crown Agent, COPFS
Sheriff Duff, Judicial Institute
Tom McMahon, SG
Jan Marshall, SG
Dorothy Smith, JABS
Pam McFarlane, SCS
Nancy Darroch, COPFS
Grant Manders, Police Scotland
Teresa Medhurst, SPS
Elaine Gerrard, Fire and Rescue, Scotland
Marie-Louise Fox, SLAB

1. Welcome and Apologies

1.1 Ruth welcomed all attendees to the meeting and noted the above apologies.

2. Minutes of Meeting held on 3 March 2014 and Action Points

2.1 The minutes of the meeting held on 3 March 2014 were approved and the Action Log was discussed and updated.

2.2 Andy advised that the Justice Board were impressed with the quality of the work of this group and that they had recently written to the Crown Agent to convey this. He advised that the Justice Board would be likely to ask for an update on progress in around a year's time.

3. Workstream Updates

Unconscious Bias Training

3.1 Neil and Louise advised that they have compiled an options paper on Unconscious Bias Training, which they will circulate to group members seeking their 2 preferred options. Group members could thereafter issue to their own organisation's Training Department for their suggestions

before responding to Neil and Louise. Neil and Louise would then agree options and discuss at the next meeting.

Action: Neil and Louise to circulate Unconscious Bias Training Options Paper to Sub Group members seeking their 2 preferred options.

Future Workforce

- 3.2 Ruth advised that she has now met with the 2 participating schools on a few occasions and is currently attempting to secure Tulliallan Police College as the venue for the schools programme. It is likely that the event will be held in mid-September 2014. Ruth wishes the programme to be used in future as a potential teaching resource and is considering having the organisations and their roles filmed. Neil advised Ruth about the Law in Schools charity project led by Patrick Gaffney and agreed to forward Patrick's contact details to Ruth, who would check if they could assist with rolling out the programme.

Action: Ruth to contact Patrick Gaffney to check if the Law in Schools project could assist with rolling out the programme.

- 3.3 Marlene agreed to ask Sheriff Duff, Pam and Elaine for a contact from each of their organisations who would be able to attend the schools programme.

Action: Marlene to e-mail Sheriff Duff, Pam and Elaine for contacts to attend the schools programme.

Mentoring

- 3.4 Andy advised that Dave MacNab had been making progress with the cross justice mentoring programme and that he would be invited to attend the next meeting to provide an update.

Action: Andy to invite Dave MacNab to the next meeting to give an update on the mentoring programme.

Staff Focus Groups

- 3.5 Continued to next meeting.

Staff Networks

- 3.6 Continued to next meeting.

Specialist Consultation

- 3.7 Continued to next meeting.

4. Update from Disability Project

- 4.1 Consultation with organisations was soon to commence with members of the Disability Project Team working in pairs to meet with selected organisations.

5. Synergised Approach to Equality Outcomes

- 5.1 Elaine prepared a paper for the Sub Group's consideration on whether there should be a synergised approach to equality outcomes. It was agreed that it would be legitimate to have shared outcomes and sharing evidence would be worthwhile but each organisation would still be required to account for their own outcomes. Ruth would e-mail members of the Sub Group for their thoughts on the opportunity to work together to gather evidence on equality outcomes and ask for evidence gatherers to contact Karen Kennedy if they wish to be included. There would be no obligation to join. Thereafter, an e-mail group would be set up.

Action: Ruth to e-mail Sub Group members for thoughts on working together to gather evidence for equality outcomes.

6. Any Other Business

- 6.1 It was agreed that members of the Sub-Group should be asked for comments on Progress Reports for the Justice Group before they were submitted in future. Final versions would be circulated to the Sub-Group members.
- 6.2 Ruth reminded Sub-Group members that when they are unable to attend meetings they should send a substitute. If no substitute can be provided, then an e-mail update should be provided.

7. Date of Next Meeting

- 7.1 The next meeting would be held on 2 June 2014 at 11am in the Level 7 Conference Room, Procurator Fiscal's Office, Edinburgh.

Circulation: All Attendees and Apologies

Status: Minutes approved on 2 June 2014