

Operational Performance Committee

Minutes of meeting held on 22 September 2021 by Microsoft Teams

Present

Stephen McGowan	Deputy Crown Agent – Serious Casework (Chair) (DCA)
Ruth McQuaid	Procurator Fiscal, Local Court West (RM)
Kenny Donnelly	Procurator Fiscal, High Court (KD)
Gioia Ezzi	PA DCA – Serious Casework (Secretariat) (GE)

Apologies

Jennifer Harrower	Procurator Fiscal, Specialist Casework
Anthony McGeehan	Procurator Fiscal, Policy and Engagement (AM)
Graham Kerr	Head of Business Management, Local Court
Fiona MacLean	Non-Executive Director
Fiona Roberts	Head of Management Information Unit

1. Welcome and Apologies

The DCA welcomed everyone to the meeting, apologies were noted.

2. Minutes of previous meeting

The minutes of last meeting were agreed and can be published.

3. Outstanding actions

Action 4/21: Meeting on 6 October to discuss governance of committees with all DCAs. **Action ongoing**

4. Monthly stats

High Court (HC)

- Recognition that throughput of work needs addressed. Each team to come up with action plan for next month's High Court Ops Board on how to remedy situation and to highlight barriers, ie vacancies, induction new staff, in the plans.
- Review of old cases has been completed, some cases are one year plus and would like to know the reason for this, if systemic issues require to flush them out.
- Agreed in principle to revert to plan to bring staff back into offices 2 days a week. In 3 sites there is insufficient equipment to support that so a report has been commissioned on each of the sites. This is essential as part of recovery to get staff back into the office. May be necessary to go to one day a week, if so, plan will have to be adjusted.

Local Court (LC)

- Solemn age profile is sitting at 16% over 8 months old with proportion over one year old.
- NICP sitting with 18,000 unmarked cases, this is well in advance of what it should be.
- Outstanding trials have jumped up by 1,000.
- In terms of resources to start of make inroad has not been ideal and in terms of recruitment, alternate working patterns is proving an issue. 160 staff short and cannot recruit staff especially in North.
- Appetite of staff to do overtime is diminishing. Still on volunteer basis for public holiday custody courts but not sure how long that can continue. Rise in number of public holidays that require covering is proving to be an issue. Require COPFS response to specific duty in a specific job, understanding that overtime/on call comes with it. Members agreed it is an operational issue for Workforce Planning Group (WPG) to look at overtime non-compliance.

ACTION: Graham Kerr to raise at WPG.

Specialist Casework (SC)

Paper 3 noted.

Policy & Engagement (P&E)

Paper 4 noted.

“Releasable under the Freedom of Information (Scotland) Act 2002 after the next meeting”

5. Publication of performance against CAAPD target

Paper 5 for approval. Members approved explanatory text for publishing.

6. Remit

Meeting on 6 October with other DCAs to discuss governance.

7. AoB

None.

Date of Next Meeting: 27 October 2021