



Community Justice Scotland
Ceartas Coimhearsnachd Alba

Academic Advisory Group (AAG)
Terms of Reference

July 2019



Purpose of the group

Community Justice Scotland's (CJS) Academic Advisory Group (AAG) provides a platform for an academic contribution to the national community justice agenda. The AAG creates a forum to consider the significance of current and future research and practice nationally and internationally in relation to community justice. This will help CJS to maintain a position of championing the best quality research evidence and associated community justice policy, practice, and innovation from Scotland, the UK and internationally. This will allow CJS to contribute directly to the delivery of a more robust and effective community justice system based on local planning and delivery by a range of statutory and other partners.

Aims

The AAG will work with CJS (and other stakeholders as appropriate) with cognisance of the following key strategic themes:

- Prevention and early intervention
- Community sentences
- Pre- and post-release support

This will support our partners to improve outcomes for people with convictions, their families, communities, and people harmed by crime.

The AAG sets out to:

- Build a network of experts that can hold thematic discussions based on organisational priorities and emerging issues from the wider sector
- Contribute to community justice-related research knowledge and evidence base, including identifying opportunities for generating research in the area
- Critique research proposals for potential value and impact

Membership

Membership includes current and former UK-based academics with an interest in community justice in Scotland, reflecting a range of expertise, specialisms and organisations, that in turn reflects the diverse range of areas with relevance to community justice.

The maximum number of standing attendees is fifteen, however, this will be supplemented where appropriate with temporary members. Membership will be reviewed every two years from June 2019.

AAG Membership Summer 2019	
Shumela Ahmed	Mike Nellis
Jamie Buchan	Nicoletta Policek
Peter Conlong	Cyrus Tata
Elizabeth Gilchrist	Lindsay Thomson
Rania Hamad	Beth Weaver
Fergus McNeill	

When a member leaves the group, the membership will be reviewed to ensure that any resulting gap in expertise is addressed when recruiting a new member. Where appropriate, guest members and additional attendees may be invited to provide input on particular specialisms not sufficiently covered by the standing membership of the group, and topic-specific subgroups may be formed to take forward time-limited and focussed pieces of work.

Secretariat will be provided by CJS.

Duties/Accountability

AAG members will commit to attending meetings, and to contributing actively to the development of agendas and discussion items.

CJS commit to taking cognisance of the input from the AAG in considering our next steps.

Review

The purpose of the group and the Terms of Reference will be reviewed every two years.

Meetings

Meetings will be held four times a year, organised and hosted by CJS at venues across Scotland. Standing meetings will be chaired by CJS, either by the Chief Executive or a relevant member of the Senior Management. Meetings will be scheduled for up to half a day in length.

The agenda for each meeting will be developed and agreed in advance by members of CJS and the AAG, and will include focussed discussion sessions on specific topics, as well as opportunities for open discussion.

Standing Agenda Items

- Themed discussion on pre-identified topic, including presentation from AAG member(s) and/or CJS staff
- Update about recent and upcoming CJS activities
- Update from AAG members on recent and upcoming activities of interest
- Consideration of research proposals (if submitted)
- Open discussion on upcoming issues

Output

- An annual report will be published to summarise the work of the AAG and Research Ethics Committee. This will be made available on the CJS website.
- Sharing of information and resources (including confidential materials) will be handled via e-mail.

Document Version Control

Version Control		
Version	Date	Comments
1.0	08/12/2017	Rose McConnachie
1.1	22/01/2018	Emma Heffernan
1.2	26/07/19	RM SW LH JC