

## Notice of Meeting and Agenda North Strathclyde Community Justice Authority

Date	Time	Venue
Friday, 13 March 2015	10:45	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

KENNETH GRAHAM  
Head of Corporate Governance

### Authority Membership

Councillors Elaine Robertson (Argyll & Bute Council); Michael O'Donnell (East Dunbartonshire Council); Joe McIlwee (Inverclyde Council); and Gail Casey (West Dunbartonshire Council).

Convener – Councillor Williams (Renfrewshire Council); Depute Convener - Councillor Alan Lafferty (East Renfrewshire Council).

### Meeting Details

The meeting will take place at 10.45 am or at the conclusion of the reconvened meeting of the Authority whichever is the later.

### Members of the Press and Public

Members of the press and public wishing to attend the meeting should report to the customer service centre where they will be met and directed to the meeting.

## **Further Information**

This is a meeting which is open to members of the public.

A copy of the agenda and reports for this meeting will be available for inspection prior to the meeting at the Customer Service Centre, Renfrewshire House, Cotton Street, Paisley and online at [www.renfrewshire.gov.uk/agendas](http://www.renfrewshire.gov.uk/agendas).

For further information, contact  
[democratic-services@renfrewshire.gov.uk](mailto:democratic-services@renfrewshire.gov.uk).

## Items of business

During consideration of the following items of business, the meeting will be open to the press and public.

### Apologies

Apologies received from members of the Board.

### Declarations of Interest

Members are asked to declare an interest in any item(s) on the agenda and to provide a brief explanation of the nature of the interest.

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|----------|--|----------------|
| <b>1</b> | <b>Minute of Meeting</b>   | <b>6 - 6</b>   |
|          | Note of inquorate meeting held on 12th December, 2014.                   |                |
| <b>2</b> | <b>Revenue Budget Monitoring Report</b>                                  | <b>7 - 9</b>   |
|          | Report by Treasurer and Chief Officer.                                   |                |
| <b>3</b> | <b>Administration Grant Revenue Budget Monitoring Report</b>             | <b>10 - 12</b> |
|          | Report by Treasurer and Chief Officer.                                   |                |
| <b>4</b> | <b>Section 27 Grant Allocation 2015/16</b>                               | <b>13 - 23</b> |
|          | Report by Chief Officer.   |                |
| <b>5</b> | <b>Administration Grant Allocation 2015/16</b>                           | <b>24 - 27</b> |
|          | Report by Chief Officer.   |                |
| <b>6</b> | <b>North Strathclyde Community Justice Authority Action Plan 2014/15</b> | <b>28 - 38</b> |
|          | Report by Planning Officer.  |                |

<b>7</b>	<b>North Strathclyde Community Justice Authority Action Plan 2015/16</b>	<b>39 - 50</b>
	Report by Planning Officer.	
<b>8</b>	<b>Community Justice Redesign - Progress Report</b>	<b>51 - 54</b>
	Report by Chief Officer.	
<b>9</b>	<b>Womens Services across the Justice System</b>	<b>55 - 56</b>
	Report by Chief Officer.	
<b>10</b>	<b>Redesign of Shared Criminal Justice Social Work Services: East Renfrewshire, Inverclyde and Renfrewshire</b>	<b>57 - 59</b>
	Report by Service Manager, East Renfrewshire CHCP.	



**NOTE OF INQUORATE MEETING OF THE NORTH STRATHCLYDE COMMUNITY JUSTICE  
AUTHORITY HELD ON 12<sup>TH</sup> DECEMBER, 2014**

**PRESENT**

Councillors O'Donnell (East Dunbartonshire Council) and Williams (Renfrewshire Council).

**APOLOGIES**

Councillors Robertson (Argyll & Bute Council); Councillors Lafferty and McAlpine (substitute for Councillor Lafferty (East Renfrewshire Council); and McIlwee (Inverclyde Council).

**1. QUORUM**

Fifteen minutes after the appointed time for the meeting a quorum was not present and in terms of Standing Order 14 (a) the meeting stood adjourned.

## NORTH STRATHCLYDE COMMUNITY JUSTICE AUTHORITY

**To:** North Strathclyde Community Justice Authority

**On:** 13 March 2015

### Item 2

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**Report by:** The Treasurer and the Chief Officer

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**Heading:** Section 27 Revenue Budget Monitoring Report Q3

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#### 1. Summary Budget Position

- 1.1 Expenditure on core services is expected to be £242,966 over budget and expenditure on non-core services is expected to be £92,231 under budget resulting in an anticipated net over spend of £150,735.

Any overspend which exists at the year end is required to be met by the relevant Authority.

Details of the budget performance are discussed in point 3 below.

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#### 2 Recommendations

- 2.1 It is recommended that members consider the report and note virements during the quarter by Renfrewshire and East Renfrewshire from non-core services to core services of £28,000 and £28,003 respectively.
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#### 3 Budget Performance

**Current Position:** £150,735 overspend  
*Previously Reported:* £188,053 overspend

- 3.1 East Renfrewshire are projecting an overspend of £58,759. The Drug Treatment and Testing (DTTO) service provided across East Renfrewshire, Inverclyde and Renfrewshire has had a notable reduction in funding whilst maintaining the current level of service. An appraisal of the service identified that the best future model would be disaggregation and for each local

authority to provide DTTO service in their area. Work is currently underway with key stakeholders and staff to develop a model for future delivery which is expected to offer opportunities for cost reduction measures whilst upholding statutory duties.

Argyll Bute and Dunbartonshire are projecting an overspend of £94,746. Staff and efficiency savings of £200,000 have been identified but have yet to be fully realised. Staff turnover is currently low and essential vacant posts from the previous financial year have been filled in order to ensure continued delivery of the service to the standard compliant with all acts and statutes relevant to Criminal Justice Services.

Inverclyde are projecting an overspend of £2,392. The cost of providing Intensive Supervised Probation (ISP) services is currently driving this overspend.

Renfrewshire are projecting to break even.

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## **4 Implications of this Report**

- 4.1 Financial implications – Net expenditure of the NSCJA will be contained within the resources allocated by the Scottish Government.

NORTH STRATHCLYDE COMMUNITY JUSTICE AUTHORITY 2014/15

	2014-15 ALLOCATION	VIREMENT PROPOSAL	GRANT REALLOCATION	REVISED ALLOCATION	ACTUAL SPEND AT 31 DECEMBER 2014	PROJECTED SPEND TO 31 MARCH 2015	VARIANCE
Renfrewshire	£2,065,197	£28,000	(£123,397)	£1,969,800	£1,400,315	£1,971,814	(£2,014)
Inverclyde	£1,089,503	£50,000	£143,963	£1,283,466	£926,962	£1,314,840	(£31,374)
East Renfrewshire	£852,000	£28,003	(£20,566)	£859,437	£566,846	£959,196	(£99,759)
Argyll Bute & Duns Partnership	£3,116,771	£129,485	£0	£3,246,256	£2,232,754	£3,356,075	(£109,819)
<b>TOTAL CORE SERVICES</b>	<b>£7,123,471</b>	<b>£235,488</b>	<b>£0</b>	<b>£7,358,959</b>	<b>£5,126,877</b>	<b>£7,601,925</b>	<b>(£242,966)</b>
Renfrewshire	£1,930,726	(£28,000)	£0	£1,902,726	£1,042,114	£1,900,335	£2,391
Inverclyde	£460,697	(£50,000)	£0	£410,697	£197,420	£376,931	£33,766
East Renfrewshire	£124,223	(£28,003)	£0	£96,220	£55,220	£55,220	£41,000
Argyll Bute & Duns Partnership	£478,846	(£129,485)	£0	£349,361	£205,583	£334,287	£15,074
<b>TOTAL NON CORE SERVICES</b>	<b>£2,994,492</b>	<b>(£235,488)</b>	<b>£0</b>	<b>£2,759,004</b>	<b>£1,500,337</b>	<b>£2,666,773</b>	<b>£92,231</b>
Renfrewshire	£3,995,923	£0	(£123,397)	£3,872,526	£2,442,429	£3,872,149	£377
Inverclyde	£1,550,200	£0	£143,963	£1,694,163	£1,124,382	£1,691,771	£2,392
East Renfrewshire	£976,223	(£0)	(£20,566)	£955,657	£622,066	£1,014,416	(£58,759)
Argyll Bute & Duns Partnership	£3,595,617	£0	£0	£3,595,617	£2,438,337	£3,690,363	(£94,746)
<b>TOTAL ALL SERVICES</b>	<b>£10,117,963</b>	<b>(£0)</b>	<b>£0</b>	<b>£10,117,963</b>	<b>£6,627,214</b>	<b>£10,268,698</b>	<b>(£150,735)</b>

## **NORTH STRATHCLYDE COMMUNITY JUSTICE AUTHORITY**

**To:** North Strathclyde Community Justice Authority

**On:** 13 March 2015

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### **Item 3**

**Report by:** The Treasurer and the Chief Officer

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**Heading:** Administration Grant Revenue Budget Monitoring Report

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#### **1. Summary Budget Position**

- 1.1 Expenditure against the Administration Grant is currently projected to result in an underspend of £2,252. Details of the expected expenditure are attached to this report
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#### **2 Recommendations**

- 2.1 It is recommended that members consider the report
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#### **3 Budget Performance**

**Current Position:** £2,252 underspend

*Previously Reported:* £1,572 underspend

- 3.1 Expenditure is currently projected to show an underspend of £2,252 compared to the Administration Grant available. The underspend arises mainly within Employee Costs and Administration Costs. The Scottish Government have been informed of this position.
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#### **4 Implications of this Report**

- 4.1 Financial implications – the NSCJA will be required to refund any unspent element back to the Scottish Government



## COMMUNITY JUSTICE AUTHORITIES ADMINISTRATION COSTS 2014/15

### NORTH STRATHCLYDE COMMUNITY JUSTICE AUTHORITY EXPENDITURE

Description	Budget	Projected Expenditure to 31st March 2015	Variance
<b>Employee Costs</b>			
Salary Costs	127,200	127,200	0
Superannuation	20,800	20,200	600
NI	12,700	12,000	700
Travel and Subsistence	2,800	2,000	800
Staff Training	750	1,500	(750)
<b>Property Costs</b>			
Rent	15,900	15,900	0
Hire of Halls	2,598	2,000	598
Electricity	580	550	30
Cleaning	700	700	0
Other Property Costs	800	1,500	(700)
<b>Supplies &amp; Services</b>			
Provisions	1,100	500	600
Other Supplies & Services	50	400	(350)
<b>Administration Costs</b>			
Printing and Stationery	1,500	500	1,000
Postages	50	150	(100)
Telephones	1,335	1,500	(165)
Members expenses	3,819	3,900	(81)
Other admin costs	500	500	0
Insurance	2,800	2,700	100
<b>Other Agencies, Bodies</b>			
Payments to Other Bodies	22,400	22,400	0
Auditors	4,300	4,330	(30)
<b>GROSS EXPENDITURE</b>	<b>222,682</b>	<b>220,430</b>	<b>2,252</b>

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**To:** North Strathclyde Community Justice Authority

**On:** 13<sup>th</sup> March 2015

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**Report by:** Chief Officer

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**Heading:** Criminal Justice Social Work  
Section 27 Grant Allocation 2015/16

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## **1. Summary**

- 1.1** The Scottish Government have advised the Chief Officer in their letter of 28<sup>th</sup> November 2014 of the Criminal Justice Social Work Section 27 Grant Allocation for 2015/16. The letter is attached as Appendix 1 to this report.
- 1.2** For the sixth year in succession there has been no inflationary uplift to the level of total grant.
- 1.3** Although the Scottish Government have indicated in the letter that they have formally withdrawn the dampening mechanism in allocations to CJAs they have deployed a mechanism to mitigate the effects of this. The mechanism was developed in agreement with a range of partners including COSLA, CJAs and Social Work Scotland.
- 1.4** The allocation of grant to NSCJA in 2015/16 is £10,000,494 which is lower than the previous year's allocation of £10,117,963. It is also about £900,000 less than we received in our 2010/11 allocation.
- 1.5** As agreed at the meeting of NSCJA on 14/03/14 the allocations to Local Authorities in Appendix 2 have been made without applying dampening.

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## **2. Recommendations**

- 2.1** The Authority is asked to note the content of this report.
- 2.2** Approve the grant allocation as proposed in Appendix 2.
- 2.3** Request that a Revenue Budget Monitoring Report is submitted to the September, December and March meetings of the board.

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## **3. Background**

- 3.1** The Management of Offenders etc (Scotland) Act 2005 give the CJA the power to allocate to the constituent local authorities any amount paid to it under Section 27 a(1) and 27 b (1) of the Social Work (Scotland) Act 1968. The aim of this funding arrangement is to match resources against priorities described within the Area Plan to reduce reoffending.
- 3.2** Core funding is intended to provide grant for these statutory duties which local authorities have to provide through their criminal justice social work services. Non core funding is used to fund local pilot schemes which have been agreed by the CJA and other projects which have been initiated centrally by the Scottish Government.

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## **Implications of the Report**

### **1. Financial**

Due to the overall reduction in grant to the CJA and the withdrawal of dampening there will be reductions in onward grant to some local authorities. Chief Social Work Officers from East Renfrewshire, Renfrewshire and Inverclyde have agreed to review the DTTO and Throughcare schemes with a view to reducing costs thereby mitigating the overall impact of the reduction. A separate report to this meeting of NSCJA will provide members with the outcome of this review.

### **2. HR & Organisational Development**

There may be staff implications as a result of the allocation but these are unknown at this stage. Chief Social Work Officers have agreed to cooperate on vacancy management as a way of mitigating the potential effects of this.

### 3. Equality & Human Rights

The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Authorities website.

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In 2014 Scotland Welcomes the World



28 November 2014

Dear Mr Hunter

## **CRIMINAL JUSTICE SOCIAL WORK SERVICES ALLOCATION OF GRANT FOR 2015-16**

I am writing to inform you of the ringfenced funding allocations to your Community Justice Authority (CJA) for the delivery of Criminal Justice Social Work services for the financial year 2015-16. Your allocation for 2015-16 is £10,000,494. This funding is provided under sections 27A and 27B of the Social Work (Scotland) Act 1968 as amended. Chief Officers, as budget holders, are responsible for the effective financial management of the funds allocated to their CJA, and for resource allocations across their constituent local authorities.

### **Outcomes**

This funding is being provided by the Scottish Government to your CJA in order to allow you to discharge your statutory duties and to work towards reducing reoffending in your CJA area in accordance with your area plan.

### **Additional Flexibility**

As you will be aware, for the 2013-14 the distinction between “core” and “non-core” funding was removed at the point of allocation and each CJA was provided with one single funding allocation. Previously, core funding was provided as core grant for those mainstream services which were available on a Scotland-wide basis and non-core funding was provided as a grant for particular initiatives, for example pilots.

This change in how allocations were made was in line with recommendations by Audit Scotland, in their November 2012 report *Reducing Reoffending in Scotland*. They commented on the lack of flexibility in how funding was used by CJAs. This change to allocations was also supported by a funding review group, made up of representation from CJAs, COSLA, ADSW and the Scottish Government, amongst others.

While there was a number of factors identified by Audit Scotland that may have contributed to this perceived inflexibility, such as money being tied up in staffing and court mandated processes etc. the added flexibility as a result of this change was designed to move away from a sense that a central prescription of budget lines may have been constraining CJAs in how they chose to deploy funding.

CJAs are no longer required to approach the Scottish Government with requests to vire money between budget headings. CJAs are free to allocate funds as they see fit across their CJA area in accordance with their area plan and in the way they see as most appropriate to fulfil their statutory obligations and to reduce reoffending.

## **Outcomes**

In exchange for this increased flexibility, the Scottish Government expect to see progress being made by CJAs towards the Scottish Government national outcome of reduced reoffending.

CJAs have recently shared their annual reports with Scottish Government for 2013/14 and officials are working with them to review these and provide constructive feedback. We will be writing to CJAs and other stakeholders to make clear that they should engage in early discussions about how to utilise resources most effectively, and should particularly look to the Scottish Government report: What Works to Reduce Reoffending: A Summary of the Evidence, as an aid to determining how to strategically commission services. The expectation is that CJA Annual Reports will provide evidence how funding has been used and how CJAs are contributing to the national outcome of reducing reoffending.

## **Calculation of allocations and next steps**

For audit purposes, and in order to calculate allocations, the Scottish Government continue to use the core and non-core distinction in order to determine the allocation total that goes to each CJA area. Scottish Government is currently reviewing non-core allocations to ensure that they remain fit for purpose and to make sure that any inequalities of distribution are not just perpetuated within the funding allocations moving forward. The RRP2 funding group will be responsible for taking forward this work, which will include a review of the current funding model and distributing mechanism. Allocation among CJAs of available grant for core services is determined by the funding formula. The changes to the formula since last year are set out in the section below.

## **Redesign of Community Justice and determining future funding**

The Funding Project under Phase 2 of the Reducing Reoffending Programme (RRP2) is looking at existing community justice funding arrangements and how best it might support the work on the redesign of community justice. The project is also working alongside the performance management project to develop a funding model that will support the delivery of outcomes and align with the work to develop a new model for community justice in Scotland.

## **Distributional Changes (Dampening and the funding formula)**

### *Dampening*

The funding allocations for 2011-12 were frozen at 2010-11 levels to allow stability of funding for the first year following the introduction of the Community Payback Order (CPO) in

February 2011. CPOs replaced the previous community orders: Probation Orders, Supervised Attendance Orders and Community Service Orders, which were existing measures in the formula. For 2012-13 and 2013-14 the formula used a method of dampening which limited year to year changes. This offered protection from too volatile a movement in funding as CJA allocations were once again determined by the formula following the freeze, and a further rationale of dampening was to cushion the effect of other funding changes that occurred at the same time.

### *Formula*

In August the funding group, (made up of representation from CJAs, SWS, Third Sector, SPS, COSLA and Scottish Government) and the joint SG and COSLA Settlement and Distribution Group (SDG) agreed that dampening should be removed from the funding formula. Both groups agreed that some form of mechanism should be applied, to mitigate the impact of removing dampening on CJA funding to ensure stability of services. This would involve capping any funding losses, resultant from significant changes in workloads. There was also a view that where possible, any increases in funding resulting from increases in workloads should be distributed, but this should be a level that is affordable and within the spirit of maintaining services and transparency.

This adopted approach protects services and does not require local authorities to manage potentially significant drops in funding over a short period of time which we recognise can be challenging. It also reduces the significant gap in funding which has been created over the last three years of dampening.

### **Annual Accounts**

Chief Officers, as budget holders, are ultimately accountable for the proper use of the section 27 grant funds allocated to their CJA, including internal resource allocations across the constituent authorities. In the discharge of their duties, Chief Officers should act in accordance with the principles of the Public Finance and Accountability (Scotland) Act 2000 and related guidance, and the requirements of the Government Financial Reporting Manual. CJAs will also require to allocate Section 27 grant funding in a way which reflects the objectives of the area plan as well as other considerations, including any other related resources which partners propose to direct towards activities relevant to the plan. In this respect, they must satisfy the Government and its auditors that appropriate safeguards are in place for the protection of public funds.

Where a Criminal Justice Social Work Services grant is paid by the Scottish Government, in accordance with Section 27A of the Social Work (Scotland) Act 1968, a CJA has no discretion to forward it to a service provider other than a local authority, unless it provides the services following transfer of the functions under the relevant sections of the Management of Offenders etc (Scotland) Act 2005. It is however for CJAs to determine the proportion of funding to be allocated to the individual local authorities within their area of coverage in accordance with the priorities identified within its area plan. Accountability issues are fully set out in the Management Statement/Financial Memorandum.

At a Finance Officer's Sub Group meeting in June 2014 there was consensus that the 2014/15 annual accounts template should be simplified going forward to remove notional budget headings to allow CJAs to more accurately reflect how they use their budget. The Scottish Government will work with CJA finance officers to implement this change and further information will be provided in new guidance which will be issued in March 2015.

The Director of Finance should certify that the expenditure shown has been spent on the services indicated in the specific financial year. The accounts should be passed to the CJA's external auditor as soon as possible after the end of each financial year. On receipt of the audit returns, the Chief Officer should make arrangements to sign off the consolidated CJA audited return and submit to Audit Scotland by 30 September following the end of the financial year to which the annual accounts relate. A copy of the audited annual accounts should also be sent simultaneously to the Scottish Government marked for the attention of Michelle Main.

Following receipt of the CJA audited annual accounts from Audit Scotland, the Scottish Government will consider any comments made by external auditors and will ensure that appropriate action is taken. Any balance due will be paid up to the maximum level of the grant allocation. Any overpayment of grant will require to be repaid to the Scottish Government within one month of receipt of a letter informing the CJA that monies are due to the Scottish Government. The Scottish Government will make arrangements for the audited accounts to be laid before Parliament.

### **Intensive Support Packages (ISPs) and Virement**

As a result of the removal of the distinction between core and non-core funding, the virement mechanism (whereby CJAs sought Scottish Government approval to move money between budget headings) will no longer exist. CJAs will be expected to meet the costs of monitoring individuals on ISPs from within their overall funding allocation. CJAs should continue to plan and make provision to fund ISPs in their area in the same way as they do currently. In the event that approval for assistance with an ISP is granted by the Scottish Government then the CJA will still be expected to meet at least 10 per cent of the cost.

As is currently the case, CJAs will be expected to evidence that they cannot meet more than 10 per cent of the cost of the ISP. Since the original allocation for supported accommodation remains within the overall allocation for CJAs then the Scottish Government will expect to see that full supported accommodation allocation having been spent on ISPs prior to any support for assistance with an ISP being sought. The current process requires that CJAs should look across all non-core funding to meet the costs of ISPs. Although under these new allocation arrangements non-core funding lines will not be separately identified at the point of allocation, CJAs will still be aware of the *total amount* of their funding which was formally non-core and should look within that non-core allocation in the first instance to meet the costs of ISPs.

A check against annual accounts will be made retrospectively by the Scottish Government and if necessary adjustments will be made to retention or future funding allocations.

### **Non-core funding**

Although the changes made to the allocations process 2013-14 means that “non-core funding” will not be separately identified at the point of allocation, there are still a number of policy areas where the funding is provided and an update on those areas is set out below. These sums do not form part of the formula-determined allocation of funding. Activity for non-core sums may be time-limited (such as a pilot) or where we don't yet have three years' worth of data or a distribution across all CJA areas, which would allow us to move it into the core funding formula. The allocations tended to have been agreed on the basis of what funding would be required for a specific piece of additional activity.

We are continuing the process of systematically reviewing non-core lines as part of the work of the funding workstream within the Reducing Reoffending Programme phase two (RRP2). There are a number of lines that have been reviewed already as the policies are at a point where they require to be re-examined. Updates on these are provided below. In most cases this non-core funding can only be confirmed for one year.

As per the above, non-core sums are contained within the overall allocations. Non-core sums are allocations that were given to CJAs for particular purposes. In your CJA area your allocation contains non-core sums for the following areas of activity:

- Arrest Referral
- Constructs/Intervention funding
- CSOGP/Moving Forward: Making Changes
- Delivery of the National Training Programme
- Fiscal Work Orders
- MAPPA (Multi Agency Public Protection Arrangements)
- Turnaround Project
- Rolled-up non-core funding (for what were previously non-centrally initiated areas of funding)

This increased flexibility means that CJAs are free to spend these allocations on achieving their area plan objectives, fulfilling their statutory obligations and reducing reoffending. As you might expect however, if any non-core sums are not spent on the projects, pilots or areas of activity the funding was originally provided for, then CJAs remain accountable for those decisions, and the Scottish Government will initiate discussions about whether the same amount of funding should continue to be provided for that purpose. We would expect the mature relationship that the Scottish Government and CJAs have enjoyed to date to continue, and that CJAs will approach us and let us know when non-core sums are not being fully utilised and are no longer required. In instances where the CJA are acting as a funding route only for passing funding on from the Scottish Government to a third party, such as a third sector provider, then they will be expected to pass these sums on in their entirety, and the Scottish Government will hold the CJAs responsible for their allocation decisions and will if necessary make consequential adjustments to retention or future funding allocations if the allocations are not made.

### **Constructs – ‘Intervention’ funding**

We are aware that a number of authorities do not use this programme, but use funding to support other forms of interventions they consider to be more appropriate for this client group. We will explore with partners whether this position can be formalised in the meantime, funding has been confirmed on the existing basis for 2015-16.

### **CSOGP / Moving Forward, Making Changes**

Funding for CSOGP/Moving Forward: Making Changes sex offender treatment programme (accredited by the Scottish Advisory Panel on Offender Rehabilitation), remains within the overall allocation for 2015-16. ‘Moving Forward: Making Changes’ was rolled out during 2014-15 and the Scottish Government continues to engage with stakeholders. This includes the embedding of training delivered, utilising support from the Risk Management Authority (RMA) and examining how existing resources can be most effectively reconfigured to support MFMC. For funding purposes, CJAs should plan on the basis of 2014-15 funding rolling forward. Any adjustments which identify a reduction as part of this exercise will be discussed and agreed in advance of 2016-17 allocations.

## **Training Development Officers (TDOs)**

We confirm a flat cash allocation will continue funding for training and development officers for 2015-16. This allocation provides a key resource in each CJA area to support the delivery of practice and skills development that is required to reduce reoffending.

## **Fiscal Work Orders (FWO)**

There are currently seven FWO pilots across Scotland. The Angiolini Commission on Women Offenders recommended that FWOs should be rolled out nationwide, and that recommendation was accepted by the Scottish Government. We remain committed to rolling out FWOs nationwide (as recommended by the Angiolini Commission on Women Offenders) and intend, in agreement with both COPFS and CJSW, to move to a single nationwide rollout on 1 April 2015.

In rolling out FWOs we will be closely monitoring uptake during the first year of operation, and that we remain open to discussion in relation to longer term funding once we have robust data on both the uptake of FWOs and any resultant impact/reduction to related CJSW services.

## **Arrangements for payment of grant**

The allocation of grant for 2015-16 will be paid in monthly instalments with application of a 2.5% retention factor. Upon receipt of the final audited claim for 2015-16 financial year any balance due from the Scottish Government will be paid up to the maximum level of the grant allocation. Any overpayment of grant will require to be repaid to the Scottish Government.

Please contact Michelle Main (tel: 0131 244 5439) if you have any queries.

Yours sincerely

**STEPHEN HARPER**

North Strathclyde Community Justice Authority  
Indicative Allocation 2015/16

Service	2014/15 Allocation	2015/16 Allocation	Renfrewshire 2014/15	Renfrewshire 2015/16	Inverclyde 2014/15	Inverclyde 2015/16	East Renfrewshire 2014/15	East Renfrewshire 2015/16	Argyll Bute & Duns Partnership 2014/15	Argyll Bute & Duns Partnership 2015/16	TOTAL 2014/15	TOTAL 2015/16	Check 2014/15	Check 2015/16
<b>Core</b>														
Community Payback Order	£3,455,170	£3,360,751	£1,111,917	£1,128,494	£466,593	£469,880	£224,196	£227,131	£1,652,465	£1,535,246	£3,455,170	£3,360,751	£0	£0
Criminal Justice Social Work Report	£1,298,244	£1,370,627	£334,002	£373,050	£282,157	£288,546	£78,515	£87,711	£603,571	£641,319	£1,298,244	£1,370,627	£0	£0
Throughcare	£844,358	£969,678	£226,841	£401,662	£273,102	£130,164	£35,558	£66,932	£308,857	£370,920	£844,358	£969,678	£0	£0
Home Detention Curfew	£32,135	£34,346	£9,299	£10,666	£5,938	£6,364	£2,116	£1,742	£14,782	£15,573	£32,135	£34,346	£0	£0
Diversion	£76,661	£87,867	£30,176	£44,704	£5,403	£8,221	£3,289	£3,083	£37,783	£31,858	£76,661	£87,867	£0	£0
Bail	£199,019	£194,056	£120,946	£146,377	£40,049	£33,412	£0	£0	£28,023	£14,266	£199,019	£194,056	£0	£0
Court Services	£325,536	£336,449	£106,620	£126,699	£160,225	£162,630	£0	£0	£56,692	£47,120	£325,536	£336,449	£0	£0
DTTO	£902,348	£627,228	£0	£156,807	£0	£114,737	£487,749	£11,474	£414,599	£344,210	£902,348	£627,228	£0	£0
<b>Total Core Services</b>	<b>£7,123,471</b>	<b>£6,981,002</b>	<b>£1,941,800</b>	<b>£2,388,460</b>	<b>£1,233,466</b>	<b>£1,193,955</b>	<b>£831,434</b>	<b>£398,073</b>	<b>£3,116,771</b>	<b>£3,000,514</b>	<b>£7,123,471</b>	<b>£6,981,002</b>	<b>£0</b>	<b>£0</b>
<b>Non Core</b>														
<b>Centrally Initiated Funding</b>														
Arrest Referral	£49,200	£49,200		£34,440		£14,760	£49,200		£202,008		£49,200	£49,200	£0	£0
Constructs	£588,858	£588,858	£177,774	£177,774	£209,076	£209,076					£588,858	£588,858	£0	£0
CSOGP	£246,797	£246,797	£246,797	£246,797							£246,797	£246,797	£0	£0
Delivery of the National Training Programme	£60,000	£60,000	£60,000	£60,000							£60,000	£60,000	£0	£0
Fiscal Work Order	£37,500	£62,500				£10,752		£3,585	£37,500	£26,863	£37,500	£62,500	£0	£0
MAPP	£134,227	£134,227			£134,227	£134,227					£134,227	£134,227	£0	£0
Turnaround Project	£1,100,000	£1,100,000	£1,100,000	£1,100,000							£1,100,000	£1,100,000	£0	£0
<b>Total Centrally Initiated Funding</b>	<b>£2,216,582</b>	<b>£2,241,582</b>												
<b>Non-Centrally Initiated Funding</b>														
	£777,910	£777,910	£346,155	£346,155	£117,394	£117,394	£75,023	£75,023	£239,338	£239,338	£777,910	£777,910	£0	£0
													£0	£0
													£0	£0
													£0	£0
													£0	£0
													£0	£0
<b>Total Non Core</b>	<b>£2,994,492</b>	<b>£3,019,492</b>	<b>£1,930,726</b>	<b>£1,986,466</b>	<b>£460,697</b>	<b>£486,209</b>	<b>£124,223</b>	<b>£78,008</b>	<b>£478,846</b>	<b>£468,209</b>	<b>£2,994,492</b>	<b>£3,019,492</b>	<b>£0</b>	<b>£0</b>
<b>Overall Total</b>	<b>£10,117,963</b>	<b>£10,000,494</b>	<b>£3,872,526</b>	<b>£4,374,926</b>	<b>£1,694,163</b>	<b>£1,680,164</b>	<b>£955,657</b>	<b>£476,680</b>	<b>£3,595,617</b>	<b>£3,468,723</b>	<b>£10,117,963</b>	<b>£10,000,494</b>	<b>£0</b>	<b>£0</b>

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**To: North Strathclyde Community Justice Authority**

**On: 13<sup>th</sup> March 2015**

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**Report by: Chief Officer**

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**Heading: North Strathclyde Community Justice Authority  
Administration Grant 2015/16**

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## **1. Summary**

- 1.1** The Scottish Government have advised the Chief Officer in a letter dated 9<sup>th</sup> February 2015 (Appendix 1) that the Administration Grant for 2015/16 will be £224,909.
- 1.2** Overall, the grant has been increased by 1% from the previous year and is given with a condition that NSCJA adheres to the financial guidelines detailed in the Management Statement / Financial Memorandum issued by the Scottish Government in April 2008 and recently updated.
- 1.3** In addition and for this year only, we have been given an extra £30,000 in relation to maternity leave cover. This brings the total grant for 2015/16 to £254,909.

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## **2. Recommendations**

- 2.1** The Authority is asked to note the content of this report.
- 2.2** Request that the Chief Officer constructs an appropriate budget for the administration of NSCJA.
- 2.3** Request that an Administration Grant Revenue Budget Monitoring Report is submitted to the September, December and March meetings of the Authority.

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### **3. Background**

- 3.1** Since the introduction of the Management of Offenders etc (Scotland) Act 2005 the Scottish Government has provided Community Justice Authorities with an annual administration grant to meet all reasonable administration costs for the Authority. Funding is provided under Section 4 (6) of the Act.

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### **Implications of the Report**

#### **Equality & Human Rights**

The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Authorities website.

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Jim Hunter  
North Strathclyde CJA  
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Mile End Mill  
12 Seedhill Road  
Paisley  
PA1 1JS

9 February 2015

Dear Mr Hunter

**COMMUNITY JUSTICE AUTHORITY:  
ADMINISTRATION GRANT ALLOCATIONS 2015-16**

I am writing to inform you of the administration grant for your Community Justice Authority (CJA) for 2015-16 financial year.

I am pleased to inform you that your grant allocation will be increased by 1% to £224,909 for financial year 2015/16 and will be paid to your CJA to meet all reasonable administrative costs incurred during that financial year.

An additional £30,000 has been allocated to your CJA to cover costs reasonably and properly incurred in relation to maternity leave cover for one full time member of staff in 2015/16, bringing your total allocation to £254,909. The funding is provided under Section 4(6) of the Management of Offenders etc (Scotland) Act 2005.

Payment of grant will be made in four quarterly payments. The first instalment will be paid in early April. The remaining instalments will be paid following receipt by the Scottish Government of quarterly returns detailing expenditure incurred at end of each quarter and projected outturns. Failure to submit quarterly returns by the required date may imperil payment of subsequent instalments.

As a condition of grant, your CJA will be required to adhere to the financial guidelines detailed in the management statement/financial memorandum issued by the Scottish Government in April 2008 and to any revisions of these including on public sector spending guidelines.

The Management of Offenders etc. (Scotland) Act 2005 (Members' Remuneration and Supplementary Provisions) Order 2008 (SSI 2008130) establishes the statutory basis for annual accounts. The statutory accounts for the CJA should include income and expenditure relating to both administration of the CJA and to criminal justice social work services. The

governing framework under which Audit Scotland will undertake audit of CJAs is the Public Finance and Accountability (Scotland) Act 2000.

Audit Scotland will appoint external auditors to undertake the audit of CJA statutory accounts. CJAs must submit their accounts to their respective external auditor as soon as practicable following the end of the financial year, and by 30 September at the latest. A copy of the accounts should be sent to Community Justice Division at the same time. The external auditors are required to complete their audit by 31 October. Audit Scotland must then send the audited accounts to Ministers in time to be laid before the Scottish Parliament by 19 December.

Following receipt of the audited statutory accounts, the Scottish Government will consider any comments made by external auditors and ensure that appropriate action is taken. Any balance of grant due will be paid up to the maximum level of the grant allocation. Any overpayment of grant will be repaid to the Scottish Government within one month of receipt of a letter informing the CJA that monies are due to the Scottish Government.

Please contact Michelle Main (tel: 0131 244 5439) or e-mail [michelle.main@scotland.gsi.gov.uk](mailto:michelle.main@scotland.gsi.gov.uk) if you have any queries about the contents of this letter.

Yours sincerely

**Stephen Harper**

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**To: North Strathclyde Community Justice Authority**

**On: 13<sup>th</sup> March 2015**

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**Report by: Planning Officer**

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**Heading: North Strathclyde Community Justice Authority  
Action Plan 2014-2015**

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## **1. Summary**

- 1.1** The purpose of the report is to present a final progress report (attached Appendix 1) of the NSCJA Action Plan for 2014-2015.
- 1.2** The Action Plan aligns to the aims and objectives stated in our 2014-17 Area Plan.
- 1.3** The Action Plan consisted of 12 actions and 37 activities that were associated to the actions.
- 1.4** Of the 37 activities in the plan, 30 (81%) have been achieved within timescale, 7(19%) have not been achieved. This is similar to previous years.
- 1.5** With the exception of Action 5, the majority of actions will continue into the Action Plan for 2015-16
- 1.6** A number of activities, particularly around the transition work, will carry forward into subsequent action plans.
- 1.7** The 7 activities that were not achieved within timescale were influenced by external factors out with the control of NSCJA.

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## **2. Recommendations**

- 2.1** Note the content of this report and Appendix 1
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## **3. Background**

- 3.1** The Management of Offender etc (Scotland) Act 2005 Section 3 (5) establishes a function of Community Justice Authorities to prepare in consultation with its partners a Plan which is aimed at reducing re-offending within its area. These plans must be prepared and submitted at the frequency specified by Scottish Ministers. At the present time Plans are required to cover a three year period.
- 3.2** The Action Plan is not just a freestanding document, it should show clear links to local priorities set out in the 2011-14 Area Plan, and provide the basis for measuring progress on an annual basis. It should enable the CJA to demonstrate the 'value-added'.
- 3.3** The Action Plan is a dynamic document that will change to reflect new national developments and translate these into local initiatives.

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## **Implications of the Report**

### **1. Equality & Human Rights**

The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report as the report is for noting. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Authorities website.

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## What Actions we will do as a Partnership.

1. We will continue to work effectively in partnership to ensure the coordination of plans/strategies; interventions and workforce learning and development to reduce reoffending.
2. We will agree an Action Plan each year with our partners and others, which will set out specific actions that we will manage and monitor through regular progress reports to NSCJA.
3. We will be responsive to developing policy initiatives by including these within our existing partnership structures or establishing new structures where required to implement at a local level.
4. We will take into account the recommendations of the Commission on Women Offenders and ensure all resources are utilised effectively across a multi agency and multi sector approach to addressing the needs of women offenders in the NSCJA area coordinated through the NSCJA Women's Services Steering Group.
5. We will ensure the effective roll out of '*Moving Forward, Making Changes*' in the NSCJA area, as well as continuing to work in collaboration with a wide range of partners to develop effective interventions for domestic abuse perpetrators as well as support for victims.
6. We will continue to support the increased, appropriate use of all forms of community sentences and alternatives to custody. We will progress any appropriate actions arising from the current review of Community Payback Orders and the unit cost of CPO's, and review the delivery of Drug Treatment and Testing Orders across the NSCJA area.
7. We will continue to support the Scottish Prison Service; in particular taking advantage in the opportunities presented by the developing estate within the NSCJA area, whilst continuing to offer support to the innovative initiatives that have already been introduced.
8. We will continue to support the National; Local and exemplar Public Social Partnerships and through these we will communicate examples of good practice and success to our wider partnership group. We will work with key public sector bodies to secure sustainable funding for successful PSPs.
9. We will work with NHS GG&C and other partners to pursue innovative initiatives that incorporate a 'Whole Family Approach' to address health inequalities experienced by offenders and their families.
10. We will work in partnership with local Alcohol and Drug Partnerships to improve equity of service access and reduce the instances of drug related deaths and alcohol related deaths in the NSCJA area.
11. We will work with Scottish Government Community Justice Division; Community Planning Partnerships and other partners and stakeholders to ensure the smooth and efficient transition of duties and functions to the new structure for Community Justice.
12. We will use flexibility and innovation in the way that we allocate funding whilst keeping a focus on 'What Works' and interventions that have the most impact on reducing reoffending














## Progress against the 2014-15 Action Plan







### Key







● action achieved within timescale     
 ● action will be achieved within timescale     
 ● action will not be achieved







	Activities 2014-15	Contributes to Action	Short/ Medium Term Outcomes	Timescale	Progress	Comments
1	Monitor and support the ongoing development of the enhanced women's services in Renfrewshire; Inverclyde and West Dunbartonshire.	1; 4 ; 6;12	Increased uptake of services. Reduction in women offenders serving a custodial (including remand) or community sentence.	March 2015	●	This is an ongoing commitment over the lifespan of the current funding and existence of the CJA. The planning officer sits on the steering group with the next meeting scheduled for 28.10.14. The service is fully staffed as of 29/9. 81 women have engaged with service from April to September. Setting up and running a women only unpaid work squad. Benefit being collocated with Integrated Addictions Team. Positive feedback from all involved. Regular updates to Women's Services Steering Group from Inverclyde and West Dun services.
2	Request and receive quarterly update reports for CJA board from Renfrewshire; Inverclyde and West Dunbartonshire enhanced women's services.	1; 4 & 6	Reports received and used to determine subsequent resource allocation.	March 2015	●	Ongoing reports are tabled at the Women's services steering group meetings. Regular reports have been submitted to NSCJA board .
3	Continue to work with the Scottish Prison Service and other partners in the ongoing development of HMP Inverclyde.	1; 4 & 7	Appropriate services are put in place. SPS timescales are met.	March 2015	●	Partnership working progressing. Three workshops have been arranged from January 2015 to explore best practice, logic modeling session and service design. The planned building of HMP Inverclyde will not now go ahead following Justice Ministers announcement on 26.1.15. Action as stated has been met throughout the reporting year.
4	Set up appropriate multi-agency governance and operational groups to develop and progress services for HMP Inverclyde.	1; 4 & 7	Appropriate services are put in place. Improved throughcare services for women offenders.	July 2014	●	This activity has been achieved. Both Governance and Operational groups have been set up and meet regularly to progress the development of HMP Inverclyde services.

	Activities 2014-15	Contributes to Action	Short/ Medium Term Outcomes	Timescale	Progress	Comments
5	Progress work with NHS GG&C, GCJA and appropriate partners, based on a 'Whole Family Approach' to address health improvement of offenders and their families.	1 & 9	Improved positive health outcomes for offenders and their families, in particular children. As per agreed outcomes once decided.	March 2015		This work is progressing. A number of the sections have been written, meetings have taken place with relevant key stakeholders. Presentation on work delivered to Problem Solving Courts Event and due to be delivered at NPHN Conference 9/12. Work sponsored by the Health Justice Collaboration. Framework finalised March 2015.
6	Support Alcohol and Drug Partnerships in the realisation of their local delivery plans	1 & 10	A reduction in Drug and Alcohol related deaths. A reduction in drug and alcohol related crime.	March 2015		Meeting arranged between ADP coordinators and STRADA to discuss workforce development strategic blueprints. Cognisance taken of ADP Delivery Plans.
7	Implement Keys to Life recommendations 45 to 48 across appropriate local partners	1 & 9	People with learning disabilities are safe and supported through the criminal justice system in the NSCJA area.	March 2015		This will be taken forward by the NSCJA Literacies Steering group. Currently awaiting the Supporting Offenders with Learning Disabilities (SOLD) Network work plan, as the national body taking this forward, planning officer is part of the network. This action will be carried over to the next action plan
8	Review and implement recommendations from 'No One Knows....' where they have not already.	1 & 9	People with learning disabilities are safe and supported through the criminal justice system in the NSCJA area.	December 2014		Not achieved. SOLD network progressing a national workplan that will influence any local work.
9	Ensure that all appropriate local justice professionals have access to the 2011 guide 'People with Learning Disabilities and the Criminal Justice System'	1 & 9	People with learning disabilities are safe and supported through the criminal justice system in the NSCJA area.	December 2014		Not achieved. SOLD network progressing a national workplan that will influence any local work.
10	Monitor the progress against Recommendations 30 and 31 and monitor the local use of recommendation 32 of the Mental Health Strategy for Scotland 2012-2015	1; 4 & 9	People with mental health problems are safe and supported through the criminal justice system in the NSCJA area.	March 2015		No update to report. Linked to actions 8 & 9.

	Activities 2014-15	Contributes to Action	Short/ Medium Term Outcomes	Timescale	Progress	Comments
11	Convene a multi agency SLWG to consider and implement the recommendations from the National Violence Against Women Strategy, once published.	1; 3 & 5	All appropriate recommendations are implemented effectively.  Improved outcomes for victims of VAW.	December 2014		Not achieved, no recommendations to take forward. 'Equally Safe' Scotland's strategy for preventing and eradicating violence against women and girls... published June 2014. Shaped around 4 key priorities. Phase 1 (2014-15) will focus on the 4 key areas with expert working groups developing recommendations from the best available evidence. Phase 2 (2015-2018) deliver on developed action plans As above
12	Monitor the ongoing effectiveness of the implemented recommendations from the National Violence Against Women Strategy.	1; 3 & 5	All appropriate recommendations are implemented effectively.  Improved outcomes for victims of VAW.	March 2015		
13	Continue to work with partners in the ongoing development of HMP Low Moss Throughcare PSP and the associated service provision to achieve a best practice model.	1;4; 7 & 8	Engaging prisoners are supported after liberation.  All aspects of short term prisoner needs are met on liberation and all relevant agencies are engaging with PSP team.	March 2015		Both the chief officer and planning officer continue to contribute to the governance and operational steering groups. Regular update reports are received, risk register is updated by the operational group.
14	Positively participate in the HMP Low Moss PSP 'Outcomes' and 'Families and Children' sub group.	1;4; 7 & 8	Engaging prisoners are supported after liberation.  All aspects of short term prisoner needs are met on liberation and all relevant agencies are engaging with PSP team.	March 2015		The outcomes sub group met on 21/10/14. It was decided by all present that given that the outcomes had been set and the service had been up and running for some time, there was no need to have a sub group. The families and children group was subsumed by the outcomes group. It was however agreed that a piece of bespoke work has to be undertaken around Families and Children.
15	Organise a stakeholder event to measure the impact of the HMP Low Moss PSP.	1;4; 7 & 8	All PSP stakeholders contribute to future direction and sustainability of PSP.	March 2015		Stakeholder event took place on Tuesday 17 <sup>th</sup> June in the Radisson Blu hotel Glasgow. Awaiting write up from event.

	Activities 2014-15	Contributes to Action	Short/ Medium Term Outcomes	Timescale	Progress	Comments
16	Ensure Community Planning Partnerships and associated partners are invited to all future stakeholder events.	1;2;3;11	Integrated processes are in place between CPPs and NSCJA, working towards a smooth transition of duties and responsibilities.	March 2015		Local Authority CPPs contacted for named contact person. Will ensure that all are invited to all future events. Invitations sent out for all partnership events. National Event organised for April 2015
17	Actively participate in both the HMP Low Moss PSP Governance and Operational Groups.	1;4; 7 & 8	Engaging prisoners are supported after liberation. All aspects of short term prisoner needs are met on liberation and all relevant agencies are engaging with PSP team.	March 2015		Both the chief officer and planning officer continue to contribute to the governance and operational steering groups. Regular update reports are received. Replication of Action 13
18	Engage with 'Inspiring Scotland' to ensure sustainability of the Turnaround service.	1; 3;12	Continued service provision in future years	March 2015		Chief Officer part of group looking at sustainability. Inspiring Scotland completed report and submitted to Scottish Government. Awaiting feedback.
19	Organise and facilitate with SWSCJA a multi agency event for 10 local Authority CPPs and ADPs focussed on Turnaround service sustainability.	1;3	Continued service provision in future years	March 2015		Preliminary discussions held. Will be part of the transition plan. On hold until after the National Event with CPPs.
20	Positively contribute to the governance and project team meetings for the HMP Greenock Throughcare Support Officer pilot.	1;4 & 7	Engaging prisoners are supported after liberation. All aspects of adult male and women prisoner needs are met on liberation.	March 2015		Both Chief Officer and planning officer part of the governance and project teams respectively. Attend regularly. Pilot has finished although SPS decision is to continue service whilst independent evaluation is carried out. Evaluation currently undergoing.
21	Actively participate in the Reducing Reoffending Change Fund PSPs governance groups, to deliver and sustain mentoring services to offenders in the NSCJA area.	1;4; 7 & 8	As per PSP outcome framework.	March 2015		Chief Officer sits on governance groups for all PSPs operating within NSCJA area both at a national and local level.

	Activities 2014-15	Contributes to Action	Short/ Medium Term Outcomes	Timescale	Progress	Comments
22	Work with Scottish Government and local authority Criminal Justice Social Work and partners to support the roll out and implementation of 'Moving Forward: Making Changes' sex offender treatment programme in the NSCJA area.	1; 3; 5 & 6	All stipulated timescales in implementation plan are met. Treatment programme is rolled out effectively across NSCJA.	March 2015		As per report to board on 13.6.14 from Allison Scott. Implementation plan with estimated costs for delivery across Renfrewshire; East Renfrewshire and Inverclyde. Staff training has been ongoing, suitable service users will be identified and commence the programme on 1.6.14. The IT system is now agreed, it's an addition to LS/CMI, and is in process of being installed in all authorities. Staff training has also commenced in the IT part. Otherwise case manager work is in progress, the first 2 groups will commence in February 2015.
23	Continue to work with key public & third sector service providers within the NSCJA area to ensure that there is equity in access for short term offenders to relevant universal services (housing, healthcare, benefits, etc.)	1;4; 7 & 8	All aspects of short term prisoner needs are met on liberation and all relevant universal agencies are engaging with justice agencies.	March 2015		Part of NSCJA core business. This will be ongoing throughout the lifespan of the plan. Specific work carried out around healthcare through involvement in OPHI, NPHN. Housing issues addressed through PSP housing sub group chaired by Anne Carruthers from Renfrewshire, and the integration of the Housing First model.
24	Monitor progress of HMP Low Moss PSP Housing sub group, made up of Local Authority Homelessness Managers.	1;4;7&8	Improved access to housing for short term prisoners on liberation in the NSCJA area	March 2015		Report submitted to PSP operational group and governance group. Chair of sub group gave evidence to cross ministerial group.
25	Support the implementation of any deliverables from the Housing Sub Group	1;4;7&8	Improved access to housing for short term prisoners on liberation in the NSCJA area	March 2015		Ongoing piece of bespoke work. Ann Carruthers Renfrewshire is progressing joint work through chairing housing sub group
26	Continue to monitor the use of Community Payback Orders, Drug Treatment & Testing Orders and other relevant community sentences.	1 & 6	Increased completions Reduction in CPO breaches resulting in a custodial sentence. Reduction in reconviction rates for disposals.	March 2015		Baselines established. Monitored through the CJA Interim Framework.
27	Review the delivery of the DTTO service across NSCJA to streamline and increase efficiency of the service.	1; 6 & 12	Service delivered within current funding allocation. Estimated Savings of £150K realised.	March 2015		DTTO delivery has been disaggregated for 2015/16 grant allocation.

	Activities 2014-15	Contributes to Action	Short/ Medium Term Outcomes	Timescale	Progress	Comments
28	Monitor the joint working arrangements between Local Authority CJSW and Turning Point Scotland in the delivery of CPOs to ensure positive destinations for service users	1; 4; 6	Improved CPO service for offenders. Improved partnership working.	March 2015		Part of LA annual reports to CJA.
29	Support Local Authority CJSW to continue to consult with communities on unpaid work projects as part of CPOs	1; 4; 6	Improved visibility of unpaid work projects. Appropriate unpaid work projects carried out.	March 2015		NSCJA has supported our constituent local authorities throughout the reporting year as reported in local authority annual reports.
30	Support Local Authority CJSW in the roll out of Fiscal Work Orders (FWO) across NSCJA	1; 4; 6	Improved options in direct measure alternatives to prosecution.	March 2015		Fiscal Work Order roll out timetable has been revised by SG. Indications are that FWOs will not be rolled out in NSCJA until April 2015. Grant allocation has been determined and discussions are ongoing.
31	Arrange presentation from West Dunbartonshire FWO pilot site to multi agency group including local procurators fiscal.	1; 4; 6	All relevant stakeholders informed and prepared prior to roll out date.	December 2014		Fiscal Work Order roll out timetable has been revised by SG. Indications are that FWOs will not be rolled out in NSCJA until April 2015
32	Work in partnership with Scottish Government and Community Planning Partnerships, both nationally and locally to facilitate information sharing and awareness events in preparation for the new structure.	1; 3 & 11	Integrated processes are in place between CPPs and NSCJA, working towards a smooth transition of duties and responsibilities.	March 2015		This will be an integral part of any transition plan.
33	Continue to positively represent NSCJA on the Renfrewshire 'Safer and Stronger' thematic group to ensure a seamless transition to the new structure in Renfrewshire.	1; 3 & 11	Integrated processes are in place between CPPs and NSCJA, working towards a smooth transition of duties and responsibilities.	March 2015		Planning Officer continues to attend the Renfrewshire 'Safer and Stronger' thematic group, providing regular updates on the progress of the restructuring of Community Justice.

	Activities 2014-15	Contributes to Action	Short/ Medium Term Outcomes	Timescale	Progress	Comments
34	Engage with CPPs in other local authority areas to start dialogue re procedures for transition to the new structure.	1; 3 & 11	Integrated processes are in place between CPPs and NSCJA, working towards a smooth transition of duties and responsibilities.	March 2015	●	Local Authority CPPs contacted for named contact person. Will ensure that all are invited to all future events. Invitations sent out for last APIC, one attended. In depth engagement will form basis of transition plan.
35	Compile a local information package for CPPs to assist in the transfer of CJA functions and duties to the new structure.	1; 3 & 11	Integrated processes are in place between CPPs and NSCJA, working towards a smooth transition of duties and responsibilities.	March 2015	●	This piece of work will naturally evolve as the restructuring process progresses.
36	Coordinate and facilitate multi agency learning and development in line with national plan.	1;3 & 5	A fully informed and equipped Justice workforce.	March 2015	●	All national training and locally identified training coordinated by NSCJA T&DO.
37	Coordinate and facilitate workforce training for preparation for roll out of MF:MC	1;3 & 5	Successful roll out and effective delivery of MF:MC	August 2014	●	All delivery staff and case managers trained. the IT system is now agreed, it's an addition to LS/CMI, and is in process of being installed in all authorities. Staff training has also commenced in the IT part. Otherwise case manager work is in progress, the first 2 groups will commence in February.

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**To: North Strathclyde Community Justice Authority**

**On: 13<sup>th</sup> March 2015**

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**Report by: Planning Officer**

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**Heading: North Strathclyde Community Justice Authority Action Plan 2015-2016**

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## **1. Summary**

- 1.1 The purpose of the report is to present the Draft NSCJA Action Plan for 2015/2016 in line with requirements to produce annual action plans under the overarching strategy of the 2014-17 Area Plan as specified by The Management of Offenders etc (Scotland) Act 2005
- 1.2 The plan outlines the activities that we intend to undertake in the second year of the 3 year Area Plan that will contribute to the realisation of the actions that stated in the Area Plan that 'we will do as a partnership'.
- 1.3 The Action Plan follows the same format as last year to align to the reformatting of the Area Plan.
- 1.4 There are currently 19 activities outlined in the plan, the responsibility for each activity lies with either an individual or one of the NSCJA sub groups.
- 1.5 The main focus of this year's activities will be the transition from the current structure to the new model of delivery.
- 1.6 The draft action plan has been circulated around partners for consideration and comment.

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## 2. Recommendations

- 2.1 Note the content of this report
- 2.2 Approve the attached Action Plan.
- 2.3 Delegate authority to the Chief Officer in consultation with the Convener to amend Area Plan in line with any feedback from Scottish Government

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## 3. Background

- 3.1 The Management of Offender etc (Scotland) Act 2005 Section 3 (5) establishes a function of Community Justice Authorities to prepare in consultation with its partners a Plan which is aimed at reducing re-offending within its area. These plans must be prepared and submitted at the frequency specified by Scottish Ministers. At the present time Plans are required to cover a three year period.
- 3.2 The Action Plan is not just a freestanding document, it should show clear links to local priorities set out in the 2014-2017 Area Plan, and provide the basis for measuring progress on an annual basis. It should enable the CJA to demonstrate the 'value-added'.
- 3.3 The Action Plan is a dynamic document that will change to reflect new national developments and translate these into local initiatives.

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## Implications of the Report

### 1. Financial

Minor implications on funding to realise activities.

### 2. HR & Organisational Development

Implications during transition to new Community Justice Structures

### 3. Community Planning

#### Children and Young People

Some implications for children of offenders e.g. in addressing health inequalities

#### Community Care, Health & Well-being

Some implications when addressing health inequalities for offenders and families

#### Safer and Stronger

Significant implications to Community Planning during transition to new structure for Community Justice

#### 4. Equality & Human Rights

The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report as all people who have protected characteristics will have equal access to and benefit from services to reduce reoffending during the lifespan of this plan. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Authorities website.

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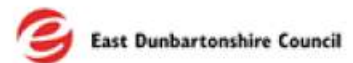
# North Strathclyde Community Justice Authority

## Action Plan 2015/16

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Strengthening Community Justice Together







# Action Plan 2015/16

## **Introduction**

The attached Action Plan has been developed in conjunction with our partners as a means of progressing the Area Plan 2014/17. The Area Plan set our broad strategic objectives to reduce re-offending within the North Strathclyde area. This Action Plan converts what we plan to achieve into specific activities and assigns a Responsible group or person and timescale to each.

## **Monitoring Arrangements**

North Strathclyde Community Justice Authority has established an Area Plan Implementation Group which meets on a quarterly basis throughout the year. It is the function of this group to monitor the progress towards our strategic objectives of the Area Plan. In addition to the Area Plan Implementation Group the CJA has established a number of short term working groups to take forward specific areas of work. The short term working groups also report directly into the Area Plan Implementation Group. Once the work of the short term working groups has been completed a final report with clear recommendations is submitted to the North Strathclyde Community Justice Authority board. Following approval of the report the recommendations are subsequently put into effect. It is usual practice for the board to request regular progress reports on each particular initiative.

## **Consultation Arrangements**

The attached Action Plan has been circulated around partner members who have had the opportunity to comment upon the proposed actions and agree the Responsible Officer and timescales for implementation. This Action Plan and other NSCJA planning documents are available on our website [www.nscja.co.uk](http://www.nscja.co.uk)

# Action Plan 2015/16

## What Actions we will do as a Partnership.

1. We will continue to work effectively in partnership to ensure the coordination of plans/strategies; interventions and workforce learning and development to reduce reoffending.
2. We will agree an Action Plan each year with our partners and others, which will set out specific actions that we will manage and monitor through regular progress reports to NSCJA.
3. We will be responsive to developing policy initiatives by including these within our existing partnership structures or establishing new structures where required to implement at a local level.
4. We will take into account the recommendations of the Commission on Women Offenders and ensure all resources are utilised effectively across a multi agency and multi sector approach to addressing the needs of women offenders in the NSCJA area coordinated through the NSCJA Women's Services Steering Group.
5. We will ensure the effective roll out of *Fiscal Work Orders* in the NSCJA area.
6. We will continue to support the increased, appropriate use of all forms of community sentences and alternatives to custody. We will progress any appropriate actions arising from the current review of Community Payback Orders and the unit cost of CPO's, and review the delivery of Drug Treatment and Testing Orders across the NSCJA area.
7. We will continue to support the Scottish Prison Service; in particular taking advantage in the opportunities presented by the developing estate within the NSCJA area, whilst continuing to offer support to the innovative initiatives that have already been introduced.
8. We will continue to support the National; Local and exemplar Public Social Partnerships and through these we will communicate examples of good practice and success to our wider partnership group. We will work with key public sector bodies to secure sustainable funding for successful PSPs.
9. We will continue to work with NHS GG&C and other partners to pursue innovative initiatives that incorporate a 'Whole Family Approach' to address health inequalities experienced by offenders and their families.
10. We will continue to work in partnership with local Alcohol and Drug Partnerships to improve equity of service access and reduce the instances of drug related deaths and alcohol related deaths in the NSCJA area.
11. We will work with Scottish Government Community Justice Division; Community Planning Partnerships and other partners and stakeholders to ensure the smooth and efficient transition of duties and functions to the new structure for Community Justice.
12. We will use flexibility and innovation in the way that we allocate funding whilst keeping a focus on 'What Works' and interventions that have the most impact on reducing reoffending.

# Action Plan 2015/156

	Activities 2014-15	Contributes to Action	Responsible Group/Person	Timescale	Short/ Medium Term Outcomes	Resource Implications
1.	Support the sustainability of the enhanced women's services in Renfrewshire; Inverclyde and West Dunbartonshire.	1; 4 ; 6;12	NSCJA Women's Services Steering Group	March 2016	Increased uptake of services. Reduction in women offenders serving a custodial (including remand) or community sentence.	Sustainability of funding.
2.	Request and receive quarterly update reports for CJA board from Renfrewshire; Inverclyde and West Dunbartonshire enhanced women's services.	1; 4 & 6	Chief Officer	March 2016	Reports received and used to determine subsequent resource allocation.	Report writers' time. CJA staff time considering reports and determining future direction.
3.	Continue to work with the Scottish Prison Service and other partners in the ongoing development of a throughcare model for women offenders.	1; 4 & 7	Chief Officer	March 2016	Appropriate services are put in place. SPS timescales are met.	Chief Officer; Planning Officer and identified partners time and input.
4.	Actively participate in both the HMP Low Moss PSP Governance and Operational Groups.	1;4; 7 & 8	Chief Officer/ Planning Officer	March 2016	Engaging prisoners are supported after liberation.  All aspects of short term prisoner needs are met on liberation and all relevant agencies are engaging with PSP team.	Chief Officer Planning Officer and Partners time to attend meetings and consider joint actions.
5.	Actively participate in the Reducing Reoffending Change Fund PSPs governance groups, to deliver and sustain mentoring services to offenders in the NSCJA area.	1;4; 7 & 8	Chief Officer	March 2016	As per PSP outcome framework.	Chief Officer and Partners time to attend meetings and consider joint actions.
6.	Actively support the Joint national PSP group in promoting the PSP model	1;4; 7 & 8	Chief Officer	March 2016	Improved understanding of the added value that the PSP model offers to the justice system in achieving outcomes for offenders.	Chief Officer time
7.	Continue to work with key public & third sector service providers within the NSCJA area to ensure that there is equity in access, for short term offenders, to relevant universal services (housing, healthcare, benefits, etc.)	1;4; 7 & 8	Chief Officer/ Planning Officer	March	All aspects of short term prisoner needs are met on liberation and all relevant universal agencies are engaging with justice agencies.	Chief Officer Planning Officer and Partners time to attend meetings and consider joint actions.
8.	Support Local Authority CJSW to continue to consult with communities on unpaid work projects as part of CPOs	1; 4; 6	CJA Staff	March	Improved visibility of unpaid work projects.  Appropriate unpaid work projects carried out.	CJA staff time in attending meetings with partners.

9.	Support Local Authority CJSW in the roll out of Fiscal Work Orders (FWO) across NSCJA	1;4; 5; 6	CJA Staff	September 2015	Improved options in direct measure alternatives to prosecution.	£62500 allocation
10.	Engage COPFS and CJSW in a dialogue around the effective use of Fiscal Work Orders	1;4; 5; 6	CJA Staff	July 2015	Improved options in direct measure alternatives to prosecution.	CJA staff and partners time.
11.	Work in partnership with Scottish Government and Community Planning Partnerships, both nationally and locally to facilitate information sharing and awareness events in preparation for the new structure.	1; 3 & 11	Chief Officer/ Planning Officer	March 2016	Integrated processes are in place between CPPs and NSCJA, working towards a smooth transition of duties and responsibilities.	CJA staff time in organising meetings and events with partners.
12.	Engage with CPPs in local authority areas to start dialogue re procedures for transition to the new structure.	1; 3 & 11	Chief Officer/ Planning Officer	March 2015	Integrated processes are in place between CPPs and NSCJA, working towards a smooth transition of duties and responsibilities.	CJA staff time in organising meetings and events with partners.
13.	Ensure Community Planning Partnerships and associated partners are invited to all stakeholder events.	1;2;311	CJA Staff	March 2016	Integrated processes are in place between CPPs and NSCJA, working towards a smooth transition of duties and responsibilities.	CJA staff time in organising event with partners.
14.	Through agreement with partners, develop and implement a CJA disestablishment plan.	1; 3 & 11	Planning Officer	July 2015	All NSCJA assets; SLAs and contracts and steering groups will be managed appropriately.	Planning Officer time to develop & manage.
15.	Compile a local information package for CPPs to assist in the transfer of CJA functions and duties to the new structure.	1; 3 & 11	Planning Officer	March 2016	Integrated processes are in place between CPPs and NSCJA, working towards a smooth transition of duties and responsibilities.	Planning Officer time in collating relevant information
16.	Coordinate and facilitate multi agency learning and development in line with national plan.	1;3 & 5	Training and Development Officer	March 2016	A fully informed and equipped Justice workforce.	Portion of £60K T&DO budget
17.	Progress work with NHS GG&C, GCJA and appropriate partners, based on a 'Whole Family Approach' to address health improvement of offenders and their families.	1 & 9	Planning Officer	June 2015	Improved positive health outcomes for offenders and their families, in particular children.	Planning Officer time to develop & promote idea, attend meetings.
18.	Continue to engage with SGCJD and partners in the progression of the offender agenda.	1	Chief Officer/ Planning Officer	March 2016	Improved positive outcomes for offenders, their families and communities.	CJA staff and partners time
19.	Positively contribute to the development of the New National Community Justice Strategy through secondment to SGCJD	1	Planning Officer	March 2016	Improved positive outcomes for offenders, their families and communities.	Planning Officer time. Travel expenses to St Andrews House

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**To: North Strathclyde Community Justice Authority**

**On: 13<sup>th</sup> March 2015**

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**Report by: Chief Officer**

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**Heading: Community Justice Redesign – Progress Report**

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## **1. Summary**

- 1.1** The Chief Officer has provided numerous reports on the redesign to keep members and partners briefed, so the history of this initiative will be well known. This report provides an update on progress to date.
- 1.2** Community Justice (Scotland) Bill 2015: The Bill is at its final draft stage and is ready for its introduction to Parliament in early spring. Before that, the Financial Memorandum and explanatory notes, both of which have to accompany the Bill, require to be drafted and work has begun on both. CJAs are assisting with gathering information for the Financial Memorandum.
- 1.3** Shadow Year: all being well with the passage of the Bill through Parliament, there will be a shadow year for Community Planning Partnerships during 2016/17 prior to them taking on their new duties and responsibilities on 1<sup>st</sup> April 2017. To prepare for this, CPPs will be required to submit a shadow plan to the Scottish Government by the end of 2015 for Ministerial approval. They will then be expected to implement the plan along with partners during the shadow year and report back to the Scottish Government on the progress they have made (possibly June 2017).
- 1.4** Additional funding for CPPs: To assist CPPs in the shadow year and for two years thereafter, the Scottish Government have provided an extra £1.6 million to be shared across all 32 CPPs. The allocation of the extra funds will be agreed first at the COSLA Distribution and Settlement Group who will consider 2 options (a) an equal share of £50,000 pa to each CPP or (b) a minimum of £35,000 to each CPP with the balance allocated on a workload formula. In addition, the Scottish Government has provided £50,000 to the Justice Third Sector Forum to assist them to prepare for engagement with the new structure.

- 1.5 CPP Transitions Group: This group has representatives from CPPs, COSLA, Scottish Government, Scottish Prison Service, CJAs and the third sector and is planning to hold national and regional events to help CPPs prepare for their new duties. This will include transferring knowledge currently held by CJAs to the CPPs to assist in their strategic planning and understanding of the community justice landscape. The first national event will be held on 2<sup>nd</sup> April 2015 in Edinburgh and is being targeted at CPP Managers.
- 1.6 Community Justice Scotland: Provided the Bill progresses on time, it is hoped to begin recruiting the Chair and Chief Executive in February 2016 with the rest of the Board and staff group being in place by autumn 2016. It is expected the total staff group in CJS will be 20-24 persons including the Learning Hub. An equalities impact assessment is being undertaken before any decision on the location of CJS is made.
- 1.7 National Community Justice Strategy: CPPs will be expected to develop their local strategic plans in large part to deliver the National Strategy in their areas. Work will begin shortly to create a first draft and this is a process which will involve considerable consultation with all justice partners. The CJAs are providing assistance in the drafting process by committing one Chief Officer and a Planning Officer (William Kennedy, NSCJA, Planning Officer) to help. This will mean the NSCJA Planning Officer spending 1 day per week in Edinburgh.
- 1.8 CJA Staff: The Scottish Government have stated that there will be no TUPE arrangements for CJA staff to take up posts in the new national organisation (CJS). A HR Group with representation from COSLA will look at all options for CJA staff to consider and with staff consent has begun to approach lead Local Authorities to collect information and clarify conditions of service. It is expected that staff will receive individual letters setting out their options by spring 2015.
- 1.9 CJA Disestablishment Group: This group has representatives from COSLA, CJAs and the Scottish Government and has been set up to estimate costs (excluding HR) of disestablishing CJAs and to consider the practical implications of this. The group will also consider the resilience issues for CJAs particularly in late 2016 – March 2017 and provide some advice on dealing with key vacancies. The group is currently trying to identify all CJA assets and liabilities.

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## 2. Recommendations

- 2.1 The Authority is asked to note the content of this report.

### 3. Background

3.1 The Government published its response to its consultation, the “Future Model for Community Justice in Scotland” on 15 December 2014. The main features of the proposals include:

- Community Planning Partnerships (CPPs) are to be central to the new arrangements: the focus will be on delivering community solutions to the issues of reducing re-offending and offender management. There is no requirement on CPPs to establish distinct community justice partnerships. There will therefore be discretion in how these new duties are delivered.
- The timescales identified mean that CPPs will assume responsibility under the new model from 1 April 2016, with full responsibility being conferred from 1 April 2017. Community Justice Authorities (CJAs) will be formally disestablished on 31 March 2017. It is noted that legislation will be necessary for this to happen.
- CPPs will have a duty to prepare and publish a local plan to deliver improved outcomes for community justice in their area and to report annually on their assessment as to what has been achieved. The first plan for the shadow year requires to be made available to Scottish Government by January 2016.
- The national body, Community Justice Scotland, will be established in the latter part of 2016/17. CPPs will not be accountable to the national body (Community Justice Scotland) for their performance. The emphasis is on a non-hierarchical, mutually supportive relationship. Notwithstanding this, the new national body will have an assurance function. This body will be tasked with setting the vision for community justice and reducing reoffending in Scotland, which will take the shape of a national 5 year strategy. This is to be developed in partnership with local government and key partners. There will also be a communication function, championing community justice services in an effort to raise their profile and highlight their contribution.
- A hub for innovation and learning will also be developed, with functions determined by Community Justice Scotland. Among its core functions will be the production of a national training schedule and taking a strategic approach to workforce development.
- The Scottish Government will develop a national framework for outcomes, performance and improvement, jointly with key partners and stakeholders. It is against this framework that CPPs will be expected to plan and report.
- Transitional funding of £1.6 million per annum will be made available from 2015/16, for 3 years ending in 2017/18. The criteria for the allocation of this funding will be agreed through the COSLA Distribution and Settlement Group. It is understood that the provision of a suitable local plan will be a requirement.

- It has been identified that £50,000 per annum will be provided to the Criminal Justice Voluntary Sector Forum to enable them to build capacity and engage with the partnership. National partners including Police Scotland and the Scottish Prison Service will be key partners as will Victim Support Services.
- A funding sub group has been established to consider development of a new funding formula for Criminal Justice Social Work (CJSW), which better incentivises the outcomes which will be set out in the new framework. It is noted that to achieve improved outcomes for community justice will require contributions beyond criminal justice social work. CPPs are therefore expected to leverage resource from their full range of partners in the delivery of community justice services.
- The Multi Agency Public Protection Arrangements (MAPPA), at least for the short term, will continue on a regional basis of the current North Strathclyde Community Justice Authority. This includes Argyll and Bute, West and East Dunbartonshire's, East Renfrewshire, Inverclyde and Renfrewshire. However, MAPPA will require to be reported on within the 32 CPP annual reports.

**3.2** Community Justice Authorities have been asked by Scottish Government to support the transition arrangements within local areas. A national Community Planning Partnership Community Justice event is also planned for early April. Representatives from Renfrewshire will attend.

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## Implications of the Report

### Equality & Human Rights

The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Authorities website.

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**To: North Strathclyde Community Justice Authority**

**On: 13<sup>th</sup> March 2015**

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**Report by: Chief Officer**

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**Heading: Womens Services Across the Justice System**

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## **1. Summary**

- 1.1** On 26<sup>th</sup> January 2015 the new Justice Secretary Michael Matheson announced that plans for a new female prison in Inverclyde would not go ahead. Instead, the Scottish Government and the Scottish Prison Service will now undertake a period of extensive engagement with key partners with a view to developing smaller regional and community based custodial facilities across the country.
- 1.2** NSCJA has been asked to support the consultation process by organising a local event for our partners and others with an interest. The other 7 Scottish CJAs are making similar arrangements and as Government wishes the process completed quickly with all 8 events taking place during March 2015. The local NSCJA event is being held on 3<sup>rd</sup> March 2015 in Greenock. The Scottish Government and the Scottish Prison Service are co-facilitating all the events.
- 1.3** NSCJA, Inverclyde Council and the Scottish Prison Service along with a range of other partners had already begun a process to design Throughcare services for HMP Inverclyde and the full design group numbered around 30 people. Having considered the implications of 1.1 above and the uncertainty around the exact shape of the future female prison estate, we have decided to continue with the process of service design as we are likely to have 1 national facility and a number of regional units all of which will hold women who require Throughcare support. The next part of the process is to hold a large logic modelling workshop on 29<sup>th</sup> April and a first service design workshop in June. A final service design workshop will be held in September. This will enable us to take into account the development of the female prison estates as it emerges from the engagement events.

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## **2. Recommendations**

- 2.1** The Authority is asked to note the content of this report.
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## **3. Background**

- 3.1** The Scottish Commission on Women Offenders published its final report and recommendations in April 2012. Dame Elish Angiolini QC chaired the commission which recognised that female offenders have very different needs to their male counterparts and require very specific support. One of the key recommendations was that HMP Cornton Vale should be closed and replaced by developing smaller regional units.
- 3.2** At the press conference on January 26<sup>th</sup> Mr Matheson said “I believe we should be investing in smaller regional and community-based custodial facilities rather than a large new prison for women. This approach would be more closely aligned with the vision set out by Dame Elish. It also demonstrates the Scottish Governments commitment to tackling inequalities”.
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## **Implications of the Report**

### **Equality & Human Rights**

The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals’ human rights have been identified arising from the recommendations contained in the report. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Authorities website.

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**To: North Strathclyde Community Justice Authority**

**On: 13 March 2015**

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**Report by: Jonathan Hinds, Service Manager – East Renfrewshire CHCP**

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**Heading: Redesign of Shared Criminal Justice Social Work Services: East Renfrewshire, Inverclyde and Renfrewshire**

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## **1 Summary**

- 1.1** This report sets out the decision to disaggregate some criminal justice shared services provided across East Renfrewshire, Inverclyde and Renfrewshire, alongside the rationale for this decision, the work to date, formal consultation with Trade Union and staffing arrangements for future local service provision.
- 1.2** An option appraisal for DTTO and Throughcare service delivery considered the impact of reducing financial allocations upon continued shared service arrangements.
- 1.3** This process identified disaggregation as the preferred option, where each local authority would be responsible for DTTO and Throughcare provision in their areas.
- 1.4** Disaggregation offers opportunities for sustainability, resilience and the ability to meet local and national standards.

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## **2 Recommendations**

- 2.1** Following the agreement of local committees, the CJA Board is asked to note the contents of this report.

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## **3 Background**

- 3.1** Since 2002, the Drug Treatment and Testing Order (DTTO) service has been provided by East Renfrewshire Council across East Renfrewshire, Inverclyde and Renfrewshire.

- 3.2 A formal service review in 2010-11 anticipated changes in national grant allocations whereby future funding would be based on three-year workload averages at a time of reducing workload.
  - 3.3 A range of savings measures were implemented, however ongoing reductions in grant allocation and falling workload continued to place the DTTO service under considerable pressure.
  - 3.4 Throughcare services provided by Inverclyde Council support offenders preparing for release from custody; local authorities then manage offenders in the community.
  - 3.5 Shortfalls in Throughcare funding over recent years have been met by additional contributions from each council to enable the service to continue, alongside reviewing service priorities, staffing and some work being undertaken instead by local criminal justice teams.
  - 3.6 Partners recognised that additional funding contributions to sustain both services were not possible and that redesign was necessary to ensure continued statutory service delivery.
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## **Implications of the Report**

### **1. Financial**

It is recognised that shared services offered advantages to criminal justice provision across the three councils and it has been important to ensure that disaggregation offers sustainability, resilience and financial stability.

### **2. HR & Organisational Development**

Discussion with key partners has included NHS Greater Glasgow and Clyde, local addiction services, Scottish Prison Service, the Crown Office and Procurator Fiscal Service and the Scottish Court Service.

As some employees had office locations across the inter-authority area, it was apparent that some individuals would want to transfer to other local authorities.

A process of informal and formal consultation with staff and Trade Unions has supported progress to identify employment opportunities for all affected staff.

Services across the three Councils anticipate that staff preferences can largely be accommodated within service redesign in each local authority.

### **3. Community Planning**

**Safer and Stronger** - Local DTTO and Throughcare provision is expected to enhance the ability to flexibly meet new demands arising from the integration of health and social care and the duties upon Community Planning partners within the national community justice redesign.

4. **Property/Asset**

No change to property/assets is expected as a result of Throughcare disaggregation.

DTTO services are provided from standalone premises in Greenock and Paisley. Lease termination notices have been served on landlords with both premises to be handed over on 31 March 2015.

5. **Information Technology**

Partners are working to agree secure transfer of electronic records for both services to each local authority – this work will be completed by 31 March 2015.

6 **Equality & Human Rights**

The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because it is for noting only. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Authorities website.

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