

Notice of Meeting and Agenda North Strathclyde Community Justice Authority

Date	Time	Venue
Friday, 13 March 2015	10:30	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

KENNETH GRAHAM
Head of Corporate Governance

Authority Membership

Councillor Elaine Robertson (Argyll & Bute Council); Councillor Michael O'Donnell (East Dunbartonshire Council); Councillor Alan Lafferty (East Renfrewshire Council); Councillor Joe McIlwee (Inverclyde Council); Councillor Gail Casey (West Dunbartonshire Council).

Councillor Williams (Convener).

Reconvened Meeting

Please note that this is the reconvened meeting of the meeting which had been scheduled to take place on 12th December 2014.

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.

For further information, contact
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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| 12 | Date of next Meeting | |
| | Note that the next meeting of the Authority will be held on Friday, 13th March, 2015 at 10.30 am. | |

MINUTE OF MEETING OF THE NORTH STRATHCLYDE COMMUNITY JUSTICE AUTHORITY HELD ON 5TH SEPTEMBER, 2014

PRESENT

Councillors Robertson (Argyll & Bute Council); O'Donnell (East Dunbartonshire Council); Lafferty (East Renfrewshire Council); Williams (Renfrewshire Council); and Casey (West Dunbartonshire Council).

Councillor Williams, Convener, presided.

IN ATTENDANCE

J Hunter, Chief Officer and W Kennedy, Planning Officer (both North Strathclyde Community Justice Authority); C Sneddon (Argyll & Bute Council); K Gardner (East Dunbartonshire Council); J Hinds (East Renfrewshire Council); B Moore and A Howard (Inverclyde Council); A Scott, E Coventry, D Forbes and E Currie (all Renfrewshire Council); and N Firth and J Irvine (both West Dunbartonshire Council).

APOLOGIES

Councillor McIlwee (Inverclyde Council); L Davis (Scottish Court Service); J Ryan (Action for Children); and J Miller (NHS Greater Glasgow & Clyde).

DECLARATIONS OF INTEREST

There were no declarations of interest intimated prior to the commencement of the meeting.

1. MINUTE OF MEETING

There was submitted the Minute of the meeting of the North Strathclyde Community Justice Authority held on 13th June, 2014.

DECIDED: That the Minute be approved.

2. NO MORE VICTIMS

Tom Halpin, Chief Executive, SACRO, gave a presentation in relation to Circles of Support and Accountability, a model for the safer resettlement of those who committed sexual offences returning to the community.

DECIDED: That the presentation be noted.

3. REVENUE BUDGET MONITORING REPORT

There was submitted a joint revenue budget monitoring report by the Treasurer and the Chief Officer in respect of the Authority. The report intimated that expenditure on core services was anticipated to be £361,287 over budget and expenditure on non-core services was anticipated to be £164,508 under budget, which resulted in an anticipated £196,779 net overspend for the Authority.

East Renfrewshire Council was projecting an overspend of £139,788; Inverclyde Council was projecting a break-even position; Renfrewshire Council was projecting an underspend of £11,337 and Argyll, Bute and Dunbartonshire Criminal Justice Social Work Partnership was projecting an

overspend of £68,996. Any over-spend at the year-end was required to be met by the relevant local authority.

DECIDED:

- (a) That Argyll, Bute and Dunbartonshire Criminal Justice Social Work Partnership's virement of £129,485 from non-core services to core services of £129,485 be noted; and
- (b) That a reallocation of the grant be approved to increase Inverclyde Council's allocation by £143,963 and decrease Renfrewshire Council's allocation by £123,397 and East Renfrewshire Council's allocation by £20,566.

4. ADMINISTRATION GRANT REVENUE BUDGET MONITORING REPORT

There was submitted a joint administration grant revenue budget monitoring report by the Treasurer and the Chief Officer in respect of the Authority. The report intimated that expenditure against the administration grant was currently projected to result in an underspend of £1,700. Details of the projected expenditure were attached to the report.

DECIDED: That the report be noted.

5. NORTH STRATHCLYDE COMMUNITY JUSTICE AUTHORITY ACTION PLAN 2014/15

There was submitted a report by the Planning Officer relative to the North Strathclyde Community Justice Authority Action Plan 2014/15. The report intimated that the Authority was required to produce annual action plans to progress the overarching strategy of the 2014/17 area plan. There were 12 actions in the action plan which would be undertaken as a partnership and 37 associated activities, the majority of which were the responsibility of the Chief Officer or Planning Officer of the Authority. The report focussed on the four actions which were due for completion by the end of December 2014.

DECIDED:

- (a) That the report and appendix be noted; and
- (b) That authority be delegated to the Chief Officer, in consultation with the Convener, to amend the action plan if required.

6. VICTIM AND WITNESSES (SCOTLAND) ACT 2014

There was submitted a report by Victim Support Scotland relative to the Victim and Witnesses (Scotland) Act 2014 which introduced a number of general principles and specific measures to protect victims and witnesses and these were detailed in the report.

The report intimated that the main provisions of the Act came into force on 13th August, 2014 and was the Scottish Government's response to the European Directive 2012/29/EU on the rights of victims of crime. The Scottish Government intended to meet its ambition to place victims at the heart of the justice system in Scotland by strengthening rights, support and protection of people affected by crime. The general principles which underpinned the Act were that the safety of victims and witnesses was ensured during and after investigating and proceedings; victims and witnesses should be supported at all times; and victims and witnesses should be able to participate effectively in criminal justice processes.

DECIDED: That the report be noted.

7. REDUCING REOFFENDING PROGRESS REPORT – AUDIT SCOTLAND RECOMMENDATIONS

There was submitted a report by the Chief Officer relative to progress on the five recommendations from the Audit Scotland report entitled 'Reducing Reoffending in Scotland', published in November 2012.

DECIDED: That the report be noted.

SEDERUNT

Councillor Lafferty left the meeting during consideration of the following item of business.

8. LOCAL AUTHORITY ANNUAL REPORTS

There was submitted a report by the Chief Officer relative to Annual Reports 2013/14 by the Chief Social Work Officers of Argyll, Bute and Dunbartonshires' Criminal Justice Social Work Partnership; East Renfrewshire Council; Inverclyde Council; and Renfrewshire Council providing information to the Authority on services which had been provided under the grant funding arrangement. The reports intimated that one of the functions of the Authority under Section 3(5)e of the Management of Offenders etc (Scotland) Act 2005 was to allocate to appropriate local authorities a grant in respect of Criminal Justice Social Work Services. At the meeting of the Authority held on 12th March, 2010 conditions of grant were introduced, one of which required constituent authorities to submit annual reports to the Authority outlining the services they had provided with the grant.

DECIDED:

- (a) That the reports be noted; and
- (b) That Annual Reports 2014/15 be submitted to the meeting of the Authority to be held in September 2015.

9. NORTH STRATHCLYDE COMMUNITY JUSTICE AUTHORITY ANNUAL REPORT

There was submitted a report by the Planning Officer relative to the North Strathclyde Community Justice Authority Annual Report for 2013/14. The report intimated that the Management of Offenders etc (Scotland) Act 2005 stated that Community Justice Authority (CJA) annual reports should be submitted as soon as practical after the end of each financial year. Accordingly, the Scottish Government had set a deadline of 30th September, 2014 for submission of the 2013/14 annual reports. The format for the Authority Annual Report 2013/14 contained seven main sections and these were detailed in the report.

The Authority Annual Report 2013/14 was confidential at this stage and would not be available to the public until 30th September, 2014 and as such it had only been issued to members of the Authority.

DECIDED:

- (a) That the report be noted; and
- (b) That the Chief Officer, following consultation with the Convener, submit the North Strathclyde Community Justice Authority Annual Report 2013/14 to the Scottish Government by 30th September, 2014.

10. MAPPA ANNUAL REPORT

There was submitted a report by the Partnership Manager, Argyll, Bute and Dunbartonshires' Criminal Justice Social Work Partnership, relative to the 2013/14 Annual Report for Multi-agency Public Protection Arrangements (MAPPA) within the Authority area.

The MAPPA Annual Report 2013/14 would not be available to members of the Authority until it had been considered and approved by the MAPPA Strategic Oversight Group later in September 2014.

DECIDED:

- (a) That the report be noted; and
- (b) That authority be delegated to the Chief Officer, in consultation with the Convener, to accept the MAPPA Annual Report 2013/14 and publish it on the Authority's website on the due date.

11. DATE OF NEXT MEETING

It was noted that the next meeting of the Authority would be held on Friday, 12th December, 2014 at 10.30 a.m.

NORTH STRATHCLYDE COMMUNITY JUSTICE AUTHORITY

To: North Strathclyde Community Justice Authority

On: 12 December 2014

Report by: The Treasurer and the Chief Officer

Heading: Section 27 Revenue Budget Monitoring Report

1. Summary Budget Position

- 1.1 Expenditure on core services is expected to be £282,537 over budget and expenditure on non-core services is expected to be £94,484 under budget resulting in an anticipated net over spend of £188,053.

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.

2 Recommendations

- 2.1 It is recommended that members consider the report and note a virement during the quarter by Inverclyde from non-core services to core services of £50,000.
-

3 Budget Performance

Current Position: £188,053 overspend
Previously Reported: £196,779 overspend

- 3.1 East Renfrewshire are projecting an overspend of £90,555. 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 during the current quarter has reduced the projected overspend.

Argyle Bute and Dunbartonshire are projecting an overspend of £97,123. Staff and efficiency savings of £200,000 have been identified but have yet to be 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 statues relevant to Criminal Justice Services.

Renfrewshire are projecting an overspend of £1,229. Expenditure related to an increase in level of workload for Community Payback Orders has been offset by staff turnover. Non-core services are projecting an underspend of £12,997 due to a lower level of Constructs and a virement from non-core to core may be considered during quarter 3.

Inverclyde are projecting to break-even.

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 30 SEPTEMBER 2014	PROJECTED SPEND TO 31 MARCH 2015	VARIANCE
Renfrewshire	£2,065,197	£0	(£123,397)	£1,941,800	£1,067,877	£1,956,096	(£14,296)
Inverclyde	£1,089,503	£50,000	£143,963	£1,283,466	£687,188	£1,341,800	(£58,334)
East Renfrewshire	£852,000	£0	(£20,566)	£831,434	£300,160	£967,850	(£136,416)
Argyll Bute & Duns Partnership	£3,116,771	£129,485	£0	£3,246,256	£1,403,326	£3,319,747	(£73,491)
TOTAL CORE SERVICES	£7,123,471	£179,485	£0	£7,302,956	£3,458,551	£7,585,493	(£282,537)
Renfrewshire	£1,930,726	£0	£0	£1,930,726	£909,977	£1,917,729	£12,997
Inverclyde	£460,697	(£50,000)	£0	£410,697	£122,492	£351,430	£59,267
East Renfrewshire	£124,223	£0	£0	£124,223	£60,595	£78,362	£45,861
Argyll Bute & Duns Partnership	£478,846	(£129,485)	£0	£349,361	£178,434	£373,002	(£23,641)
TOTAL NON CORE SERVICES	£2,994,492	(£179,485)	£0	£2,815,007	£1,271,498	£2,720,523	£94,484
Renfrewshire	£3,995,923	£0	(£123,397)	£3,872,526	£1,977,854	£3,873,825	(£1,299)
Inverclyde	£1,550,200	£0	£143,963	£1,694,163	£809,680	£1,693,230	£933
East Renfrewshire	£976,223	£0	(£20,566)	£955,657	£360,755	£1,046,212	(£90,555)
Argyll Bute & Duns Partnership	£3,595,617	£0	£0	£3,595,617	£1,581,760	£3,692,749	(£97,132)
TOTAL ALL SERVICES	£10,117,963	£0	£0	£10,117,963	£4,730,049	£10,306,016	(£188,053)

NORTH STRATHCLYDE COMMUNITY JUSTICE AUTHORITY

To: North Strathclyde Community Justice Authority

On: 12 December 2014

Report by: The Treasurer and the Chief Officer

Heading: Administration Grant Revenue Budget Monitoring Report

1. Summary Budget Position

- 1.1 Expenditure against the Administration Grant is currently projected to result in an underspend of £1,572. Details of the expected expenditure are attached to this report

2 Recommendations

- 2.1 It is recommended that members consider the report

3 Budget Performance

Current Position: **£1,572 underspend**
Previously Reported: *£1,700 underspend*

- 3.1 Expenditure is currently projected to show an underspend of £1,572 compared to the Administration Grant available. The underspend arises mainly within Supplies & Services and Administration Costs. The Scottish Government have been informed of this position.

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
Employee Costs			
Salary Costs	127,200	127,000	200
Superannuation	20,800	20,100	700
NI	12,700	11,800	900
Travel and Subsistence	2,800	3,400	(600)
Staff Training	750	1,500	(750)
Property Costs			
Rent	15,900	15,900	0
Hire of Halls	2,598	2,180	418
Electricity	580	500	80
Cleaning	700	700	0
Other Property Costs	800	1,100	(300)
Supplies & Services			
Provisions	1,100	500	600
Other Supplies & Services	50	350	(300)
Administration Costs			
Printing and Stationery	1,500	500	1,000
Postages	50	150	(100)
Telephones	1,335	1,600	(265)
Members expenses	3,819	3,900	(81)
Other admin costs	500	500	0
Insurance	2,800	2,700	100
Other Agencies, Bodies			
Payments to Other Bodies	22,400	22,400	0
Auditors	4,300	4,330	(30)
GROSS EXPENDITURE	222,682	221,110	1,572

NORTH STRATHCLYDE COMMUNITY JUSTICE AUTHORITY

To: North Strathclyde Community Justice Authority

On: 12 December 2014

Report by: The Treasurer and the Chief Officer

Heading: Audited Annual Accounts 2013-14

1. Summary

- 1.1. At the meeting of the North Strathclyde Community Justice Authority on 13 June 2014 a report on the unaudited accounts for the year ended 31 March 2014 was noted.
- 1.2. The audit certificate issued by Audit Scotland provides an unqualified opinion that the abstract of the accounts presents a true and fair view of the financial position of the Authority as at 31 March 2014, in accordance with the accounting policies detailed in the accounts.
- 1.3. A report on the 2013-14 audit by Audit Scotland is also submitted for members' information. There are no matters arising from the audit which require specific reporting to the members.

2. Recommendations

- 2.1 It is recommended that members approve the audited accounts and note the report by Audit Scotland.
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Annual Financial Statements 2013/14

**North Strathclyde Community Justice Authority
Annual Accounts 2013/14**

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North Strathclyde Community Justice Authority Annual Accounts 2013/14

Foreword by the Chief Officer

The financial results for the North Strathclyde Community Justice Authority ("the CJA" or "the Authority") for 2013/14 are set out on pages 14 to 17. Note 1 to the financial statements sets out the accounting policies adopted by the Authority to ensure that the financial statements give a true and fair view of the financial position and transactions.

The Financial Statements

The requirements governing the format and content of community justice authorities' annual accounts are contained in the Management of Offenders etc (Scotland) Act 2005; and the accounts have been compiled in accordance with The Code of Practice on Local Authority Accounting in the United Kingdom ("the Code").

Statement of Responsibilities for the Annual Accounts

This statement sets out the respective responsibilities of the Authority, Treasurer and Accountable Officer for the financial statements.

Statement on the System of Internal Financial Control

This statement sets out the framework within which financial control is managed and reviewed over the main components of the system, including the arrangements for Internal Audit.

Remuneration Report

This report outlines the Authority's remuneration policy and provides detail of senior officer and elected member remuneration.

Core Financial Statements

An explanation of the financial statements which follow and their purpose are:

- *The Movement in Reserves Statement*
 - Shows the movement in the year of the different reserves the Authority holds; analysed into useable reserves (i.e. those that can be applied to fund future expenditure) and other reserves.
- *The Comprehensive Income and Expenditure Statement*
 - Shows the cost in the year of providing services in accordance with generally accepted accounting practice.
- *The Balance Sheet*
 - Shows the value as at the Balance Sheet date of the assets and liabilities recognised by the Authority. The net assets of the Authority (assets less liabilities) are matched by reserves held by the Authority.
- *The Cash Flow Statement*
 - Shows the change in cash and cash equivalents of the Authority during the period. The statement shows how the Authority generates and uses cash and cash equivalents by classifying cash flows as operating, investing and financing activities.
- *The Notes to the Core Financial Statements*
 - Provide further information on the Authority's core financial statements.

**North Strathclyde Community Justice Authority
Annual Accounts 2013/14**

Financial Performance

Revenue

The Comprehensive Income and Expenditure Account on page 14 summarises the total costs of providing services and the income available to fund those services. The NSCJA receives two main streams of funding from the Scottish Government:

- An Administration Grant totalling £220,477 in 2013/14, (£221,492 in 2012/13).
- The section 27 Social Work (Scotland) Act 1968 funding that was previously paid to local authority criminal justice partnerships. The CJA is now responsible for disbursing this grant to the six constituent authorities within its boundaries.
- Additional income of £35,500 was received from the Scottish Government in 2013/14 with respect to Fiscal Works Orders and Women's Prison funding.

The Comprehensive Income and Expenditure Account shows an in year deficit of £14,069, including an accounting adjustment for pensions. Excluding this accounting adjustment, the in-year deficit position is £1,069. The difference between the employee costs figure below and the figure reported in the Comprehensive Income and Expenditure report is due to the accounting adjustment for pension costs (£10,000).

	Budget £	Actual £	Variance £
Employee Costs	162,580	165,998	(3,418)
Property Costs	20,578	20,166	412
Supplies and Services	1,150	484	666
Section 27 Payments	10,213,203	10,233,297	(20,094)
Administrative Costs	9,469	8,806	663
Payments to Other Bodies	26,700	26,730	(30)
Other Payments to Authorities	-	35,500	(35,500)
Total Expenditure	10,433,680	10,490,981	(57,301)
Section 27 Income	(10,213,203)	(10,233,297)	20,094
Administration Grant	(220,477)	(220,477)	-
Other Income from the Scottish Government	-	(35,500)	35,500
Other Income	-	(638)	638
Total Income	(10,433,680)	(10,489,912)	56,232
(Surplus)/Deficit for Year	-	1,069	(1,069)

Capital and Reserves

The Authority does not have the legal powers necessary to hold assets and as such the organisation has no capital spend. Cash balances held by the Authority are matched by creditor balances. The creditor balance relating to the revenue reserve is a balance of £715. The net deficit position on the pension reserve impacts on the net asset position of the Authority as a whole, however the funding of these future liabilities will be met from future income and as such the going concern presumption is valid.

Provisions, Contingencies and Write-offs

The Authority is not aware of any eventualities which may have a material effect on the financial position of the Authority, and has made no provisions for such eventualities.

In general, any contingent liabilities known to the Authority are covered by insurance arrangements.

There were no debt write-offs during the year.

**North Strathclyde Community Justice Authority
Annual Accounts 2013/14**

Service changes and Future Developments

There were no changes to the statutory functions the Authority undertakes. However, in December 2013 the Scottish Government issued its response to a consultation process on the future of community justice services. The Scottish Government's intention is to move responsibility for local strategic and operational planning, design and delivery of community justice services to the 32 community planning partnerships. The community justice authorities, including North Strathclyde, would therefore cease to exist.

This new model requires legislative authority to create a new national body which will provide professional assurance to Scottish Ministers on the collective achievements of community justice outcomes across Scotland. A further consultation will be issued during 2014-15 with options for the exact nature and powers of the new body. The new model is not expected to be in place until 2016-17 at the earliest, therefore the accounts of the Authority continue to be prepared on a going concern basis.

Events after the Balance Sheet Date

Events from the Balance Sheet Date until the date of Signing the Accounts have been taken into consideration.

Conclusion

I would wish to take this opportunity to acknowledge the team effort required to produce the accounts and to record my thanks to both the Treasurer and her staff, and to my staff for their continued hard work and support.

James Hunter

Chief Officer

20 October 2014

Statement of Responsibilities for the Annual Accounts

The CJA's Responsibilities

The CJA is required:

- to make arrangements for the proper administration of its financial affairs and to ensure that one of its officers has the responsibility for the administration of those affairs. The Director of Finance and Corporate Services at Renfrewshire Council operates as the Treasurer of the CJA.
- to manage its affairs, to secure economic, efficient and effective use of resources and to safeguard its assets.

The Chief Officer's Responsibilities

The Chief Officer, as accountable officer, is responsible for the preparation of the CJA's Annual Accounts in accordance with the CIPFA/LASAAC Code of Practice on Local Authority Accounting in Great Britain ('the Code of Practice').

In preparing this statement of accounts, the Chief Officer has:

- selected suitable accounting policies and then applied them consistently,
- made judgements and estimates which were reasonable and prudent and complied with the Code of Practice,
- kept proper accounting records which were up to date,
- taken reasonable steps for the prevention and detection of fraud and other irregularities, and
- signed and dated the Annual Accounts.

The statement of accounts gives a true and fair view of the financial position of the CJA at the accounting date and its income and expenditure for the year ended 31st March 2014.

James Hunter

Chief Officer and Accountable Officer

20 October 2014

Statement on the System of Internal Financial Control

This statement is given in respect of the Annual Accounts for the Authority for the financial year ended 31 March 2014. The Authority acknowledges our responsibility to ensure that an effective system of internal financial control is maintained and operated in connection with the resources concerned.

The system of internal financial control is based on a framework of regular management information, financial regulations, administrative procedures (including segregation of duties), management supervision, and a system of delegation and accountability. Development and maintenance of the system is undertaken by managers within the Authority.

In particular the system includes:

- a code of conduct for financial management;
- comprehensive budgeting systems, and detailed guidance for budget holders;
- regular reviews of periodic and annual financial reports that indicate actual financial performance against the forecasts;
- setting targets to measure financial and other performance;
- clearly defined capital expenditure guidelines;
- as appropriate, formal project management disciplines.

With Renfrewshire Council being the lead authority, all financial transactions of the service are processed through the financial systems of the council, and are subject to the same controls and scrutiny as those of Renfrewshire Council. This includes regular reviews by the Chief Auditor of Renfrewshire Council.

The system of internal financial control can provide only reasonable and not absolute assurance that assets are safeguarded, that transactions are authorised and properly recorded, and that material errors or irregularities are either prevented or would be detected within a timely period.

The Treasurer has responsibility for internal audit in the Authority. The Director of Finance and Corporate Services of Renfrewshire Council acts as Treasurer for the Authority, and the function of Internal Audit is undertaken by the Internal Audit Section of Renfrewshire Council. The Chief Auditor is responsible for the day-to-day management of the internal audit service and reports directly to the Director of Finance and Corporate Services. In accordance with the principles of corporate governance, reports on internal audit performance and findings are made to the Authority.

As detailed in the *Terms of Reference for Internal Audit* approved by Renfrewshire Council, the Chief Auditor has independent responsibility for the conduct, format and reporting of all internal audit activity and findings. The service operates in accordance with CIPFA's *Code of Practice for Internal Audit in Local Government in the United Kingdom* and therefore the Chief Auditor prepares an annual report containing a view on the adequacy and effectiveness of the system of internal control.

Our review of the effectiveness of the system of internal financial control is informed by:

- the work of managers within the Authority,
- the work of the internal auditors as described above and
- the external auditors in their annual audit letter and other reports.

The Authority recognises the need to exercise very close scrutiny in respect to its financial position and associated financial arrangements, and will continue to take, where appropriate, action to further strengthen control in these areas. We are satisfied that the Authority has in place a sound system of internal financial control with no identified material weaknesses.

**North Strathclyde Community Justice Authority
Annual Accounts 2013/14**

Statement on the Role of the Chief Financial Officer

CIPFA published this statement in 2010 and under the Code, the Authority is required to state whether it complies with the statement, and if not, to explain how their governance arrangements deliver the same impact. The full statement is:

The Chief Financial Officer in a public service organisation:

- is a key member of the Leadership Team, helping it to develop and implement strategy and to resource and deliver the authority's strategic objectives sustainably and in the public interest;
- must be actively involved in, and able to bring influence to bear on, all material business decisions to ensure immediate and longer term implications, opportunities and risks are fully considered, and alignment with the authority's financial strategy; and
- must lead the promotion and delivery by the whole authority of good financial management so that public money is safeguarded at all times and used appropriately, economically, efficiently and effectively.

To deliver these responsibilities the Chief Financial Officer:

- must lead and direct a finance function that is resourced to be fit for purpose; and
- must be professionally qualified and suitably experienced.

Assurance

Subject to the above, and on the basis of the assurances provided, we consider the governance and internal control environment operating during 2013-14 to provide reasonable and objective assurance that any significant risks impacting on the achievement of our principal objectives will be identified and actions taken to avoid or mitigate their impact. Systems are in place to continually review and improve the governance and internal control environment and action plans are in place to address identified areas for improvement.

The Authority considers that it complies with the Role of the Chief Financial Officer statement.

James Hunter
Chief Officer
20 October 2014

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Remuneration report

All information disclosed in sections two to four in this Remuneration Report will be audited by the council's appointed auditor, Audit Scotland. The other sections of the Remuneration Report will be reviewed by Audit Scotland to ensure that they are consistent with the financial statements.

1. Remuneration policy for elected members

The Management of Offenders etc. (Scotland) Act 2005 (Members' Remuneration and Supplementary Provisions) Order 2008 (SSI 2008/30) establishes a framework for the remuneration of CJA Conveners and Deputy Conveners.

Where a Convener or Deputy is not already in receipt of additional remuneration either as the convener or Deputy of a joint board, or as a senior councillor nominated by their parent authority, then a claim for remuneration can be made to the CJA. The financial burden, where it occurs, is to be met from the CJA administrative budget. The CJA will be responsible for payment of the additional allowance and not for any part of the basic grade councillor remuneration. These provisions came into force on 31 March 2008. The CJA makes no payments directly to either the Convenor or Deputy Convenor under these terms.

Article 3 of The Management of Offenders etc. (Scotland) Act 2005 (Members' Remuneration and Supplementary Provisions) Order 2008 (SSI 2008/30) enables CJA members to claim for allowances and expenses incurred in relation to CJA activities, governed by the framework set out in the Local Government Regulations 2007. This provision also came into force on 31 March 2008. The CJA received no claims from any members in financial year 2013/14.

2. Remuneration policy for senior employees

The salary of the Chief Officer is set via negotiations between the Chief Officer, on their appointment, and the Board of the Community Justice Authority. There are no nationally agreed pay scales. Details of the remuneration shown in the table below illustrates actual payments made.

2012/13	Senior Employees		2013/14			
Total	Name	Post Held	Salary, fees and allowances	Expenses allowance chargeable to UK income tax	Other (i)	Total
£			£	£	£	£
65,043	James Hunter	Chief Officer	65,700	-	-	65,700

2012/13	Senior Councillors		2013/14			
Total	Name	Post Held	Salary, fees and allowances	Expenses allowance chargeable to UK income tax	Other (i)	Total
£			£	£	£	£
356	Douglas Yates	Convener (until 14 June 2012)	-	-	-	-
2,419	Alan Lafferty	Depute Convener	3,076	-	-	3,076
2,775	Total		3,076	-	-	3,076

(i) "other" includes any payments made by the Authority by way of remuneration to, or in respect of, the person that do not otherwise fall within this paragraph, other than payments relating to pensions.

(ii) The convener, Councillor Williams, is a Senior Councillor at Renfrewshire Council and paid at a rate higher than the NSCJA convener would receive. Therefore, there is no additional charge to the Authority.

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The above tables show the relevant amounts, before tax and other deductions, due to, or receivable by, each of the persons named for the year to 31 March 2014, whether or not those amounts were actually paid to, or received by, those persons within that period.

Pension rights

Pension benefits for Authority employees are provided through the Local Government Pension Scheme (LGPS).

For local government employees this is a final salary pension scheme. This means that pension benefits are based on the final year's pay and the number of years that person has been a member of the scheme. The scheme's normal retirement age is 65.

From 1 April 2009 a five tier contribution system was introduced with contributions from scheme members being based on how much pay falls into each tier. This is designed to give more equality between the cost and benefits of scheme membership. Prior to 2009 contributions rates were set at 6% for all non manual employees.

2012/13		Member contribution rates on earnings in the bands below	2013/14	
	Up to £19,400	5.5%		Up to £19,800
	£19,401 to £23,700	7.25%		£19,801 to £24,200
	£23,701 to £32,500	8.5%		£24,201 to £33,200
	£32,501 to £43,300	9.5%		£33,201 to £44,200
	Over £43,301	12%		Over £44,201

If a person works part-time their contribution rate is worked out on the whole-time pay rate for the job, with actual contributions paid on actual pay earned.

There is no automatic entitlement to a lump sum. Members may opt to give up (commute) pension for lump sum up to the limit set by the Finance Act 2004. The accrual rate guarantees a pension based on 1/60th of final pensionable salary and years of pensionable service. (Prior to 2009 the accrual rate guaranteed a pension based on 1/80th and a lump sum based on 3/80th of final pensionable salary and years of pensionable service).

The value of the accrued benefits has been calculated on the basis of the age at which the person will first become entitled to receive a full pension on retirement without reduction on account of its payment at that age; without exercising any option to commute pension entitlement into a lump sum; and without any adjustment for the effects of future inflation.

The pension figures shown relate to the benefits that the person has accrued as a consequence of their total local government employment, not just that relating to their current post.

Senior Employees		Accrued Pension benefits as at 31 March 2014		Change in accrued pension benefits since 31 March 2013		Pension contributions made by NSCJA during 2013-2014
Name	Post Held	Pension £m	Lump Sum £m	Pension £m	Lump Sum £m	(i) £
James Hunter	Chief Officer	0.031	0.076	+0.002	+0.001	12,680

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Senior Councillors		Accrued Pension benefits as at 31 March 2014		Change in accrued pension benefits since 31 March 2013		Pension contributions made by NSCJA during 2013-2014
Name	Post Held	Pension	Lump Sum	Pension	Lump Sum	(i)
		£	£	£	£	£
Alan Lafferty	Depute Convener	2,497	1,564	671	120	594

(i) includes any contributions that the CJA has agreed to pay in respect of the relevant person at a later date

3. Remuneration of Employees

The following table gives a statement of the number of employees whose remuneration, excluding pension contributions, was in excess of £50,000 during 2013/14, in bands of £5,000.

2012/13 Number of employees	Remuneration Band	2013/14 Number of employees
-	£50,000-£54,999	-
-	£55,000-£59,999	-
-	£60,000-£64,999	-
1	£65,000-£69,999	1
-	£70,000-£74,999	-
-	£75,000-£79,999	-
-	£80,000-£84,999	-
-	£85,000-£89,999	-
-	£90,000-£94,999	-
1	Total	1

James Hunter
Chief Officer
20 October 2014

**North Strathclyde Community Justice Authority
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Independent Auditors Report

Annual Accounts 2013-14

Independent auditor's report to the members of North Strathclyde Community Justice Authority, the Auditor General for Scotland and the Scottish Parliament

I have audited the financial statements of North Strathclyde Community Justice Authority for the year ended 31 March 2014 under the Management of Offenders etc. (Scotland) Act 2005. The financial statements comprise the Movement in Reserves Statement, Comprehensive Income and Expenditure statement, Balance Sheet, Cash Flow Statement and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and International Financial Reporting Standards (IFRSs) as adopted by the European Union, and as interpreted and adapted by the Code of Practice on Local Authority Accounting in the United Kingdom 2013/14 (the 2013/14 Code).

This report is made solely to the parties to whom it is addressed in accordance with the Public Finance and Accountability (Scotland) Act 2000 and for no other purpose. In accordance with paragraph 125 of the Code of Audit Practice approved by the Auditor General for Scotland, I do not undertake to have responsibilities to members or officers, in their individual capacities, or to third parties.

Respective responsibilities of Accountable Officer and auditor

As explained more fully in the Statement of Responsibilities for the Annual Accounts, the Chief Officer, as Accountable Officer, is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and is also responsible for ensuring the regularity of expenditure and income. My responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland) as required by the Code of Audit Practice approved by the Auditor General for Scotland. Those standards require me to comply with the Auditing Practices Board's Ethical Standards for Auditors. I am also responsible for giving an opinion on the regularity of expenditure and income in accordance with the Public Finance and Accountability (Scotland) Act 2000.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the body's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Accountable Officer; and the overall presentation of the financial statements. It also involves obtaining evidence about the regularity of expenditure and income. In addition, I read all the financial and non-financial information in the Annual Financial Statements to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by me in the course of performing the audit. If I become aware of any apparent material misstatements, irregularities, or inconsistencies I consider the implications for my report.

Opinion on financial statements

In my opinion the financial statements:

- give a true and fair view in accordance with the Management of Offenders etc. (Scotland) Act 2005 and regulations made thereunder by the Scottish Ministers of the state of the body's affairs as at 31 March 2014 and of its net operating cost for the year then ended;
- have been properly prepared in accordance with IFRSs as adopted by the European Union, as interpreted and adapted by the 2013/14 Code; and

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- have been prepared in accordance with the requirements of the Management of Offenders etc. (Scotland) Act 2005 and regulations made thereunder by the Scottish Ministers.

Opinion on regularity

In my opinion in all material respects the expenditure and income in the financial statements were incurred or applied in accordance with any applicable enactments and guidance issued by the Scottish Ministers.

Opinion on other prescribed matters

In my opinion:

- the part of the Remuneration Report to be audited has been properly prepared in accordance with The Local Authority Accounts (Scotland) Regulations 1985; and
- the information given in the Foreword by the Chief Officer for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which I am required to report by exception

I am required to report to you if, in my opinion:

- adequate accounting records have not been kept; or
- the financial statements and the part of the Remuneration Report to be audited are not in agreement with the accounting records; or
- I have not received all the information and explanations I require for my audit; or
- The Statement on the System of Internal Financial Control does not comply with the 2013/14 Code.

I have nothing to report in respect of these matters.

Anne McGregor
Senior Audit Manager
Audit Scotland
4th Floor, South Suite, The Athenaeum Building
8 Nelson Mandela Place
Glasgow
G2 1BT

20 October 2014

**North Strathclyde Community Justice Authority
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Movement in Reserves Statement for the year ended 31 March 2014

This statement shows the movement in the year on the different reserves held by the Authority, analysed into usable reserves (that is, those reserves that can be applied to fund expenditure) and unusable reserves. The surplus or deficit on the provision of services line shows the true economic cost of providing the Authority's services, more details of which are shown in the **comprehensive income and expenditure statement**.

		Usable reserves	Unusable reserves		
		Revenue Reserve	Pension Reserve	Total Reserves	
	Note	£	£	£	
Balance at 31 March 2012 carried forward		-	(31,000)	(31,000)	
<i>Movement in reserves during 2012-13 (restated)</i>					
Surplus or (deficit) on the provision of services		(3,793)		(3,793)	
Other comprehensive income and expenditure	15a	-	(25,000)	(25,000)	
Total comprehensive income and expenditure		(3,793)	(25,000)	(28,793)	
Adjustments between accounting basis and funding basis under regulations	6b	6,000	(6,000)	-	
Transfer from Creditors		(423)		(423)	
Net increase or (decrease) before transfers to other statutory reserves		1,784	(31,000)	(29,216)	
Transfers to or (from) other statutory reserves		-	-	-	
Transfer to creditors	6a	(1,784)	-	(1,784)	
Increase or (decrease) in 2012-13		-	(31,000)	(31,000)	
Balance at 31 March 2013 carried forward		-	(62,000)	(62,000)	
<i>Movement in reserves during 2013-14</i>					
Surplus or (deficit) on the provision of services		(14,069)		(14,069)	
Other comprehensive income and expenditure	15a		(17,000)	(17,000)	
Total comprehensive income and expenditure		(14,069)	(17,000)	(31,069)	
Adjustments between accounting basis and funding basis under regulations	6b	13,000	(13,000)	-	
Transfer from Creditors		1,784		1,784	
Net increase or (decrease) before transfers to other statutory reserves		715	(30,000)	(29,285)	
Transfers to or (from) other statutory reserves				-	
Transfer to creditors	6a	(715)		(715)	
Increase or (decrease) in 2013-14		-	(30,000)	(30,000)	
Balance at 31 March 2014 carried forward		-	(92,000)	(92,000)	

**North Strathclyde Community Justice Authority
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Comprehensive Income and Expenditure Statement for the year ended 31 March 2014

This statement shows the accounting cost of providing services and managing the Authority during the year. It includes, on an accruals basis, all of the Authority's day-to-day expenses and related income. It also includes transactions measuring the value of non-current assets actually consumed during the year. The statement shows the accounting cost in accordance with generally accepted accounting practices, rather than the cost according to the statutory regulations that specify the net expenditure that local authorities need to take into account.

2012/13 Restated			2013/14
£		Note	£
160,527	Employee Costs		175,998
25,214	Property Costs		20,166
1,124	Supplies & Services		484
9,886	Administration Costs		8,806
26,644	Payments to Other Bodies		26,730
10,532,185	Section 27 Payments		10,233,297
156,566	Other Payments		35,500
10,912,146	Cost of Services		10,500,981
(10,532,185)	Grant from Scottish Government - Section 27		(10,233,297)
(156,566)	Other Grants from Scottish Government		(35,500)
(221,492)	Administration Grant from Scottish Government		(220,477)
1,890	Financing & Investment Income and Expenditure	8	2,362
3,793	(Surplus) or deficit on the provision of services		14,069
25,000	Actuarial (Gains) or losses on pension assets and liabilities	15a	17,000
25,000	Other Comprehensive Income & Expenditure		17,000
28,793	Total Comprehensive Income & Expenditure		31,069

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Balance Sheet as at 31 March 2014

The **balance sheet** shows the value as at 31 March 2014 of the assets and liabilities recognised by the Authority. The net assets of the Authority (assets less liabilities) are matched by the reserves held.

31st March 2013 £		Note	31st March 2014 £
	<u>Current Assets</u>		
(51,687)	Funds held by Renfrewshire Council		(47,478)
334,464	Debtors and Prepayments	10	325,488
100	Cash and Cash Equivalents		100
<u>282,877</u>			<u>278,110</u>
	<u>less Current Liabilities</u>		
(282,877)	Creditors And Accruals	11	(278,110)
<u>-</u>	Net Assets Excluding Pension (Liability)/Asset		<u>-</u>
	<u>Long Term Liabilities</u>		
(62,000)	Pension (liability)/Asset	15c	(92,000)
<u>(62,000)</u>	Net (Liabilities)/Asset Including Pension		<u>(92,000)</u>
	<u>Represented by:</u>		
	Usable Reserves - revenue		
(1,784)	Balance due to Scottish Government		(715)
1,784	Transfer to Creditors		715
	Unusable Reserves		
(62,000)	Pension Reserve	6b	(92,000)
<u>(62,000)</u>			<u>(92,000)</u>

The unaudited accounts were issued on 2nd June 2014 and the audited accounts were authorised for issue on 20 October 2014. Balance Sheet signed by:

James Hunter
Chief Officer
20 October 2014

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Cash flow Statement for the year ended 31 March 2014

This statement shows the changes in cash and cash equivalents during the year. It shows how the Authority generates and uses cash and cash equivalents by classifying cash flows as operating, investing and financing activities. The amount of net cash flows arising from operating activities is a key indicator of the extent to which the operations of the Authority are funded by way of grants from the Scottish Government. Investing activities represent the extent to which cash outflows have been made for resources that are intended to contribute to the Authority's future service delivery.

2012/13 £		2013/14 £
	Operating Activities	
	Cash Inflows	
(10,923,558)	Sale of goods and rendering of services	(10,498,883)
(110)	Interest received	(638)
(10,923,668)	Cash inflows generated from operating activities	(10,499,521)
	Cash Outflows	
137,443	Cash paid to and on behalf of employees	137,296
10,913,340	Cash paid to suppliers of goods and services	10,334,978
19,714	Other payments for operating activities	23,037
11,070,497	Cash outflows generated from operating activities	10,495,311
146,829	Net (increase)/decrease in cash and cash equivalents	(4,210)
95,242	Cash and cash equivalents at the beginning of the reporting period - short term deposits with Renfrewshire Council	(51,587)
(51,587)	Cash and cash equivalents at the end of the reporting period - short term deposits with Renfrewshire Council	(47,378)
146,829	Net cash outflow/(inflow) in cash and cash equivalents in year	(4,210)

Note 1 Summary of Significant Accounting Policies

The Financial Statements for the year ended 31 March 2014 have been prepared in accordance the Code of Practice on Local Authority Accounting in the United Kingdom (the Accounting Code) and the Best Value Accounting Code of Practice, supported by International Financial Reporting Standards and recommendations made by the Local Authority (Scotland) Accounts Advisory Committee (LASAAC). They are designed to give a true and fair view of the financial performance and position of the Authority and comparative figures for the previous financial year are provided. There are no significant departures from these recommendations.

The following accounting concepts have been considered in the application of accounting policies:

Accruals basis - the accruals concept requires the non-cash effects of transactions to be included in the financial statement for the year in which they occur, not in the period in which payment is made or income received

Understandability – users of the financial statements are assumed to have a reasonable knowledge of accounting and local government

Relevance – the information in the financial statements is useful for assessing Authority's stewardship of public funds and for making economic decisions

Materiality - information is included in the financial statements where the information is of such significance that it could influence the decisions or assessments of users of the information

Reliability – information included in the financial statements faithfully represents the substance of transactions, is free from bias and material error, is complete within the bounds of materiality and cost, and has been prudently prepared.

Primacy of legislative requirements - legislative requirements have priority over accounting principles in the event of conflict between legislation and the Accounting Code.

The accounts have been prepared under the historic cost convention. The following accounting policies used in the preparation of the statements have been reviewed in line with changes made to the Accounting Code following the introduction of International Financial Reporting Standards.

Accruals of Expenditure and Income

Activity is accounted for in the year that it takes place, not simply when cash payments are made or received. In particular:

- i. Revenue from the provision of services is recognised when the Authority can measure reliably the percentage of completion of the transaction and it is probable that the economic benefits or service potential associated with the transaction will flow to the Authority.
- ii. Supplies are recorded as expenditure when they are consumed. Where there is a gap between the date supplies are received and their consumption, they are carried as inventories on the Balance Sheet.
- iii. Where income and expenditure have been recognised but cash has not been received or paid, a debtor or creditor for the relevant amount is recorded in the Balance Sheet. Where there is evidence that debts are unlikely to be settled, the balance of debtors is written down and a charge made to revenue for the income that might not be collected.
- iv. Suppliers invoices paid in the two weeks following the year-end are accrued together with specific accruals in respect of further material items provided the goods or services were received in 2013/14.

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Cash and Cash Equivalents

Cash is defined as cash in hand and deposits repayable on demand less overdrafts repayable on demand.

Contingent Assets and Liabilities

Contingent assets and liabilities are not recognised in the financial statements, but are disclosed as a note to the accounts where they are deemed material.

Employee Benefits

Benefits payable during employment

All salaries and wages earned up to 31 March 2014 are included in the Accounts irrespective of when payment was made, where material to the accounts. An accrual is made for the cost of holiday and flexi-leave entitlements earned by employees but not taken before the year end; and which employees may carry forward into the next financial year.

Termination benefits

Termination benefits are amounts payable as a result of a decision by the Authority to terminate an officer's employment before the normal retirement date or an officer's decision to accept voluntary severance. They are charged on an accruals basis to the Employee Costs line in the Comprehensive Income and Expenditure Statement when the Authority is demonstrably committed to either terminating the employment of an officer or making an offer to encourage voluntary severance. The Authority is only demonstrably committed to a termination when it has a detailed formal plan for the termination and it is without realistic possibility of withdrawal; and agreement to the termination has been granted by the Authority.

Where termination benefits involve the enhancement of pensions, statutory provisions require the Revenue balances to be charged with the amount payable by the Authority to the pension fund or pensioner in the year, not the amount calculated according to the relevant accounting standards.

Post employment benefits

The Authority participates in the Local Government Pension Scheme which is administered by Strathclyde Pension Fund. The Local Government Pension Scheme is accounted for as a defined benefit scheme, and in accordance with International Accounting Standard 19 (IAS19) the Authority has disclosed certain information concerning the assets, liabilities, income and expenditure relating to the pension scheme. IAS 19 requires that an organisation must account for retirement benefits when it is committed to giving them, even if the giving will be many years into the future.

This involves the recognition in the Balance Sheet of the Authority's share of the net pension asset or liability in Strathclyde Pension Fund and a pension reserve. The Comprehensive Income and Expenditure Statement also recognises changes during the year in the pension asset or liability. Service expenditure includes pension costs based on employers' pension contributions payable and payments to pensioners in the year.

The liabilities of the Strathclyde Pension Fund attributable to the Authority are included in the Balance Sheet on an actuarial basis using the projected unit method ie an assessment of the future payments that will be made in relation to retirement benefits earned to date by employees, based on assumptions about mortality rates, employee turnover rates and projections of earnings for current employees. Liabilities are discounted to their value at current prices using a discount rate based on the indicative rate of return on high quality corporate bonds.

The assets of the Strathclyde Pension Fund attributable to the Authority are included in the Balance Sheet at their fair value, principally the bid price for quoted securities, and estimated fair value for unquoted securities.

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Note 15 to the Core Financial Statements provides further information.

Events after the Balance Sheet date

Events after the balance Sheet date are those events, both favourable and unfavourable, that occur between the end of the reporting period and the date when the Statements are authorised for issue. There are two types of events:

- Adjusting events – those that provide evidence of conditions that existed at the end of the reporting period, and the Statements are adjusted to reflect such events
- Non-adjusting events – those that are indicative of conditions that arose after the reporting period, and the Statements are not adjusted. Where a category of events would have a material effect, disclosure is made in the notes of the nature of the event and its estimated financial effect.

Events taking place after the date of authorisation for issue are not reflected in the Statements.

Where there has been a change in accounting policy, that change will be applied retrospectively, that is, prior period figures will be restated unless the Code specifies transitional provisions that shall be followed. Where there has been a change in accounting estimate, that change will be applied prospectively, that is, prior period figures will not be restated. Where a material misstatement or omission has been discovered relating to a prior period, that misstatement or omission will be restated unless it is impracticable to do so.

Government Grants and other Contributions

Whether paid on account, by instalments or in arrears, government grants and third party contributions and donations are recognised as due to the Authority when there is reasonable assurance that:

- the Authority will comply with the conditions attached to the payments, and
- the grants or contributions will be received.

Amounts recognised as due to the Authority are not credited to the Comprehensive Income and Expenditure Account until conditions attaching to the grant or contribution have been satisfied. Monies advanced as grants and contributions are carried in the Balance Sheet as creditors.

Leases

Leases are classified as finance leases where the terms of the lease transfer substantially all the risks and rewards incidental to ownership of the property from the lessor to the lessee. All other leases are classified as operating leases. Where a lease covers both land and buildings, the land and buildings elements are considered separately for classification.

Arrangements that do not have the legal status of a lease but convey a right to use an asset in return for payment are accounted for under this policy where fulfilment of the arrangement is dependent on the use of specific assets. The Authority is not party to any finance leases.

Operating Leases

Rentals paid under operating leases are charged to the Comprehensive Income and Expenditure Statement as an expense of the services benefiting from use of the leased property, plant or equipment. Charges are made on a straight-line basis over the life of the lease, even if this does not match the pattern of payments (eg, there is a rent-free period at the commencement of the lease). The risks and rewards of ownership remain with the lessors along with the title of the property.

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Property, Plant and Equipment

North Strathclyde Community Justice Authority is an Authority as constituted under the Management of Offenders etc (Scotland) Act 2005. The Authority has no legal power to hold assets. Any cash assets held are matched by an equivalent creditor balance.

Provisions

Provisions are made where an event has taken place that gives the Authority a legal or constructive obligation that probably requires settlement by a transfer of economic benefits or service potential, and a reliable estimate can be made of the amount of the obligation. Provisions are charged as an expense to the appropriate service line in the Comprehensive Income and Expenditure Statement in the year that the CJA becomes aware of the obligation, and measured at the best estimate at the balance sheet date of the expenditure required to settle the obligation, taking into account relevant risks and uncertainties.

When payments are eventually made, they are charged to the provision carried in the Balance Sheet. Estimated settlements are reviewed at the end of each financial year – where it becomes less than probable that a transfer of economic benefits will now be required (or a lower settlement than anticipated is made), the provision is reversed and credited back to the relevant service. Where some or all of the payment required to settle a provision is expected to be recovered from another party (eg from an insurance claim), this is only recognised as income for the relevant service if it is virtually certain that reimbursement will be received if the Authority settles the obligation.

Reserves

The CJA has no power to hold revenue reserves.

VAT

Income and expenditure received and paid to constituent local authorities is made in accordance with Section 27 of the Social Work (Scotland) Act 1968 and therefore excludes any amounts related to VAT.

The administration expenses of the Community Justice Authority are not covered by the exceptions in S33 and S41 of the VAT Act 1994. These accounts therefore include VAT on these goods and services purchased

Note 2 Accounting Standards Issued not Adopted

There are no accounting standards relevant to the financial statements of the Joint Committee which have not been adopted.

Note 3 Critical Judgements in Applying Accounting Policies

In applying the accounting policies set out in Note 1, the Authority has had to make certain judgements about complex transactions or those involving uncertainty about future events. Where a critical judgement has been made this is referred to in the relevant note to the core financial statements; however a summary of those with the most significant effect is detailed below.

Leases	An analysis of the terms of the lease for the Mile End Centre leased by the CJA has concluded it is an operating lease.
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Note 4 Assumptions made about the future

The Statement of Accounts contains no estimated figures, nor any figures which are based on assumptions about the future or that are otherwise uncertain.

**North Strathclyde Community Justice Authority
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Note 5 Events after the balance sheet date

Events taking place after the authorised issue date per the balance sheet are not reflected in the financial statements or notes. Where events taking place before this date provided information about conditions existing at 31 March 2014, the figures in the financial statements and notes have been adjusted in all material respects to reflect the impact of this information. There are no non adjusting events.

Note 6 Details of Movement in Reserves

a. Revenue Reserve

2012/13 Restated		2013/14
£		£
423	Balance as at 1 April	(1,784)
(6,000)	Transfer to pension reserve	(13,000)
3,793	(Surplus) or Deficit on provision of services (from the Comprehensive Income & Expenditure Account)	14,069
<u>(1,784)</u>	Balance as at 31 March	<u>(715)</u>

b. Pension Reserve

2012/13 Restated		2013/14
£		£
(31,000)	Balance as at 1 April	(62,000)
(25,000)	Actuarial Gains and Losses (see note 15)	(17,000)
(6,000)	Net additional amount required by statute and non-statutory proper practices to be taken into account when determining the surplus or deficit on the revenue reserves for the year	(13,000)
<u>(62,000)</u>	Balance as at 31 March	<u>(92,000)</u>

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Note 7 Reconciliation of the Balance on the Comprehensive Income and Expenditure Statement to the Movement in Reserves Statement

The surplus for the year on the Revenue Reserves was £13,000 less than the Comprehensive Income and Expenditure Statement result. The table below gives a breakdown of the differences between the income and expenditure included in the Authority's Comprehensive Income and Expenditure Statement in accordance with the Code and the amounts that statute and non-statutory proper practice require the Authority to debit and credit the Revenue Reserve Balance.

2012/13 Restated £		2013/14 £
	Amounts to be included in the Comprehensive Income and Expenditure Statement but required by statute to be excluded when determining the Movement in Reserves Statement	
(26,000)	Net charges made for retirement benefits in accordance with IAS19	(33,000)
<u>(26,000)</u>		<u>(33,000)</u>
	Amounts not included in the Comprehensive Income and Expenditure Statement but required to be included by statute when determining the Movement in Reserves Statement	
20,000	Employers contributions payable to the Strathclyde Pension Fund	20,000
<u>(6,000)</u>	Net additional amount required to be debited or credited to the Revenue Reserves balance for the year	<u>(13,000)</u>

Note 8 Financing & Investment Income

2012/13 Restated £		2013/14 £
(110)	Interest on Balances	(638)
2,000	Pension Interest Cost	3,000
<u>1,890</u>	Total Financing and Investment Income	<u>2,362</u>

Note 9 Operating Leases

The Authority has acquired office accommodation at the Mile End Centre in Paisley by entering into an operating lease until December 2014. The expenditure charged in year to the Comprehensive Income and Expenditure Statement was £15,876 (2012/13 £15,876).

2012/13 £		2013/14 £
	Future Minimum Lease Payments	
15,876	- not later than one year	11,907
31,752	- later than one year and not later than five years	-
-	- later than five years	-
<u>47,628</u>	Total	<u>11,907</u>

**North Strathclyde Community Justice Authority
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Note 10 Debtors

31st March 2013 £		31st March 2014 £
332,585	Central government bodies	322,295
1,879	Other Entities and Individuals	3,193
<u>334,464</u>	Total short term debtors	<u>325,488</u>

Note 11 Creditors

31st March 2013 £		31st March 2014 £
2,465	Scottish Government	715
263,305	Other local authorities	259,691
2,149	Short Term Accumulating Absences	5,358
7,971	Accrued Payrolls	8,960
6,987	Other entities and individuals	3,386
<u>282,877</u>	Total short term creditors	<u>278,110</u>

Note 12 Related parties and Consolidated Return of Local Authorities' Expenditure

The Authority's related parties are those bodies or individuals that have the potential to control or significantly influence the Authority, or to be controlled or significantly influenced by the Authority. The Authority is required to disclose material transactions that have occurred with related parties and the amount of any material sums due to or from related parties. Related party relationships require to be disclosed where control exists, irrespective of whether there have been transactions between the related parties. Disclosure of this information allows readers to assess the extent to which the Authority might have been constrained in its ability to operate independently or might have secured the ability to limit another party's ability to bargain freely with the council.

The Authority pays Renfrewshire Council for support services. The amount paid in respect of these services for the year ended 31 March 2014 was £22,400 (2012/13 £22,400).

The CJA is required to show in its Annual Financial Statements, the consolidated return of expenditure on criminal justice social work services by the CJA's constituent local authorities. The local authorities that make up the CJA are:

- Renfrewshire Council
- East Renfrewshire Council
- Inverclyde Council
- West Dunbartonshire Council
- East Dunbartonshire Council
- Argyll and Bute Council

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The information in the table below reflects section 27 expenditure incurred by councils, whether it is funded by grants administered through the community justice authority or from other funds.

NORTH STRATHCLYDE COMMUNITY JUSTICE AUTHORITY 2013/14

SERVICE	2013-14 ALLOCATION	VIREMENT PROPOSAL	REVISED ALLOCATION	STAFFING COSTS	OTHER COSTS	OVERHEADS	SPEND AS AT 31ST MARCH 2014	VARIANCE
CORE								
Community Payback Order	3,550,813	77,510	3,628,323	3,014,464	736,789	158,178	3,909,431	(£281,108)
Criminal Justice Social Work Report	1,294,458	50,501	1,344,959	1,065,898	273,346	52,194	1,391,438	(£46,479)
Throughcare	743,218	83,795	827,013	644,174	121,774	35,227	801,175	25,838
Home Detention Curfew	32,040	(£2,100)	29,940	9,250	13,348	982	23,580	6,360
Diversion	76,230	0	76,230	42,239	9,335	1,192	52,766	23,464
Bail	189,019	23,303	212,322	147,384	17,626	10,399	175,409	36,913
Court Services	324,577	31,560	356,137	263,765	42,843	14,409	321,017	35,120
DTTO	900,383	(£53,384)	846,999	522,400	315,001	0	837,401	9,598
Total Core Services	7,110,738	211,185	7,321,923	5,709,574	1,530,062	272,581	7,512,217	(£190,294)
NON CORE								
Centrally Initiated Funding								
Arrest Referral	49,200	0	49,200	0	49,200	0	49,200	0
Constructs	588,858	(£30,385)	558,473	316,026	188,223	16,069	520,317	38,156
CSOGP	246,797	0	246,797	257,698	28,000	21,138	306,836	(£60,039)
Delivery of the National Training Programme	44,000	0	44,000	37,006	3,965	2,971	43,942	58
Fiscal Work Order Pilots	37,500	0	37,500	10,046	30,452	1,251	41,749	(£4,249)
MAPPAs	134,227	(£17,000)	117,227	105,088	2,072	9,850	117,010	217
Turnaround Project	1,100,000	0	1,100,000	0	1,090,000	0	1,090,000	10,000
Total Centrally Initiated Funding	2,200,582	(£47,385)	2,153,197	725,864	1,391,912	51,279	2,169,054	(£15,857)
Non-Centrally Initiated Funding	829,410	(£197,000)	632,410	368,100	177,926	40,022	586,049	46,361
SAO First Instance	128,053	33,200	161,253	144,731	25,239	7,335	177,305	(£16,052)
Total Non Core	3,158,045	(£211,185)	2,946,860	1,238,695	1,595,077	98,636	2,932,408	14,452
OVERALL TOTAL	10,268,783	0	10,268,783	6,948,269	3,125,139	371,217	10,444,625	(£175,842)

The information in the table above has been audited by the individual local authorities and was not separately auditable by the NSCJA auditors.

Note 13 External audit costs

Fees payable to Audit Scotland in respect of external audit services undertaken in accordance with Audit Scotland's *Code of Audit Practice* in 2013/14 were £4,330 (£4,330 in 2012/13). There were no fees paid to Audit Scotland in respect of any other services.

Note 14 Termination benefits

The Authority did not terminate the contract of any employee during 2013/14.

Note 15 Retirement Benefits

As part of the terms and conditions of employment of its employees, the Authority offers retirement benefits. Although these benefits will not actually be payable until employees retire, the Authority has a commitment to make the payments that need to be disclosed at the time that employees earn their future entitlement. The scheme for employees is Strathclyde Pension Fund which is administered by Glasgow City Council. This is a "funded" defined benefit final salary scheme meaning that the Authority and its employees pay contributions into a fund, calculated at a level intended to balance the pensions liability with investment assets.

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15a. Transactions relating to retirement benefits

The cost of retirement benefits is recognised in Gross Expenditure when they are earned by employees, rather than when the benefits are eventually paid as pensions. However, the charge that is statutorily required to be made in the accounts is based upon pension contributions payable by the Authority in the year, and an adjustment is made within the Movement in Reserves Statement to replace the cost of retirement benefits with employers' contributions. The following transactions have been made in the accounting statements in 2013/14:

2012/13 Restated		Note	2013/14
£			£
	Comprehensive Income & Expenditure Statement		
	Cost of Services		
24,000	Current service cost	(i)	30,000
-	Past service cost/(gain)	(ii)	-
-	Settlements & curtailments	(iii)	-
24,000			30,000
	Financing & Investment Income & Expenditure		
2,000	Net Interest	(iv)	3,000
26,000	Total post employment benefit charged to the Surplus or Deficit on the Provision of Services		33,000
	Other post employment benefit charged to the Comprehensive Income and Expenditure Statement		
(63,000)	Return on assets excluding amounts included in net interest		(16,000)
88,000	Actuarial (gains) and losses arising on changes in financial assumptions		33,000
25,000	Total Actuarial (gain) and losses		17,000
51,000	Total post employment benefit charged to the Comprehensive Income and Expenditure Statement		50,000
	Movement in Reserves Statement		
(31,000)	Reversal of net charges made to the Surplus or Deficit for the Provision of Services for post employment benefits according with the Code	(v)	(30,000)
20,000	Employers Contributions paid to Strathclyde Pension Fund		20,000

Notes

- i. Current service cost is the cost of future entitlements to pension payments to current employees
- ii. Past service cost is the cost of discretionary pension benefits to former employees who retired on the grounds of efficiency etc or savings made for commuting part of the pension for additional cash.
- iii. Curtailments are the pension costs to employees retired under redundancy terms.
- iv. The net Interest Cost is an actuarial adjustment to the inflation element in the cost of funding current and future pension obligations. This is the expected increase during the year in the present value of the Joint Committee's share of Strathclyde Pension Fund's liabilities because they are one year closer to settlement.

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- v. The Movement on Pension Reserve represents the net change in the pension liability recognised in the Movement in Reserves Statement for pension payments made by the Authority to the Strathclyde Pension Fund during the year (£13,000).

The Authority is also responsible for all pension payments relating to added years benefits it has awarded, together with related increases. In 2013/14 these amounted to £nil (2012/13 £nil).

In addition to the recognised gains and losses included in the Comprehensive Income and Expenditure Statement, actuarial losses of £0.017 million are included in the Movement in Reserves Statement (2012/13 £0.025 million loss). The cumulative amount of actuarial losses is £0.076 million (2012/13 £0.059 million).

15b. Assets and liabilities in relation to retirement benefits

A reconciliation of the Authority's share of the **fair** value of Strathclyde Pension Fund's **assets** is as follows:

2012/13 Restated £000		2013/14 £000
615	Opening Fair Value	734
30	Interest Income	34
	Remeasurement gain/(loss):	
63	Return on assets excluding amounts included in net interest	16
20	Contributions from employer	20
8	Contributions from employee	9
(2)	Benefits Paid	(3)
734	Closing fair value of scheme assets	810

A reconciliation of the Authority's share of the **present** value of Strathclyde Pension Fund's **liabilities** is as follows:

2012/13 £000		2013/14 £000
646	Opening present value	796
24	Current service cost	30
32	Interest Cost	37
8	Employee Contributions	9
	Remeasurement (gains)/losses:	
88	Actuarial (gains)/losses arising from changes in financial assumptions	33
(2)	Benefits Paid	(3)
796	Closing Present Value Balance	902

**North Strathclyde Community Justice Authority
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15c. Fund history

	2009/10	2010/11	2011/12	2012/13	2013/14
	£000	£000	£000	£000	£000
Present Value of Liabilities	-	(582)	(646)	(796)	(902)
Fair value of assets	-	581	615	734	810
Surplus/(deficit) in the scheme	-	(1)	(31)	(62)	(92)

The total liability of £0.092 million has a significant impact on the net worth of the Authority as recorded in the Balance Sheet. However, any deficit on Strathclyde Pension Fund will be made good by increased contributions over the remaining working life of employees, as assessed by the Fund actuary.

The total contributions expected to be made by the Authority to Strathclyde Pension Fund in the year to 31 March 2015 is £0.020 million.

15d. Basis for estimating assets and liabilities

The Authority's share of the liabilities of Strathclyde Pension Fund have been assessed on an actuarial basis using the projected unit method, that estimates the pensions that will be payable in future years dependent upon assumptions about mortality rates, salary levels and so on. The Scheme's liabilities have been assessed by Hymans Robertson, an independent firm of Actuaries, and the estimates are based on the latest full valuation of the Fund at 31 March 2011.

The principal assumptions used by the actuary have been:

31st March 2013	Year Ended:	31st March 2014
Mortality assumptions		
Longevity at 65 for current pensioners		
21.0 years	• Men	21.0 years
23.4 years	• Women	23.4 years
Longevity at 65 for future pensioners		
23.3 years	• Men	23.3 years
25.3 years	• Women	25.3 years
5.1%	Rate of increase in salaries*	5.1%
2.8%	Rate of increase in pensions	2.8%
4.5%	Rate for discounting scheme liabilities	4.3%
50.0%	Take-up of option to convert annual pension into retirement lump sum	50.0%

*Salary increases are assumed at 1% p.a. until 31 March 2015 and 5.1% p.a. thereafter.

North Strathclyde Community Justice Authority Annual Accounts 2013/14

The pension scheme's assets consist of the following categories, by proportion of the total assets held:

31st March 2013 £000		31st March 2014 Percentage £000
	Equity Securities	
64	Consumer	9.3% 75
58	Manufacturing	8.0% 65
30	Energy and Utilities	3.7% 30
50	Financial Institutions	6.7% 54
27	Health and Care	3.5% 28
37	Information Technology	5.4% 44
266	Total Equity	36.5% 296
	Private Equity	
71	All	9.4% 76
71	Total Private Equity	9.4% 76
	Real Estate	
47	UK Property	7.0% 57
-	Overseas Property	0.0% -
47	Total Real Estate	7.0% 57
	Investment Funds & Unit Trusts	
224	Equities	30.5% 247
99	Bonds	11.6% 94
-	Commodities	0.0% -
-	Infrastructure	0.1% 1
323	Total Investment Funds & Unit Trusts	42.2% 342
	Derivatives	
-	Inflation	0.0% -
-	Interest Rate	0.0% -
-	Foreign Exchange	0.0% -
-	Other	0.0% -
-	Total Derivatives	0.0% -
	Cash & Cash Equivalents	
27	All	4.8% 39
27	Total Cash & Cash Equivalents	4.8% 39
734	Total	100% 810

Note 16 Contingent Liabilities and Assets

As at the Balance Sheet date the Authority had no material contingent assets or liabilities.

North Strathclyde Community Justice Authority

Annual report on the 2013/14 audit



Prepared for North Strathclyde Community Justice Authority and the Auditor General
November 2014

Audit Scotland is a statutory body set up in April 2000 under the Public Finance and Accountability (Scotland) Act 2000. It provides services to the Auditor General for Scotland and the Accounts Commission. Together they ensure that the Scottish Government and public sector bodies in Scotland are held to account for the proper, efficient and effective use of public funds.

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Key Messages

2013/14

We have given an unqualified opinion that the 2013/14 financial statements of North Strathclyde Community Justice Authority (NSCJA) give a true and fair view of the state of the body's affairs and of its net expenditure for the year.

In 2013/14 NSCJA reported an accounting deficit on the provision of services of £14,069, compared to a breakeven budget; the deficit was due to an accounting adjustment for pension costs and a small overspend for employee costs.

As the accounts now account for pension assets and liabilities, the balance sheet at 31 March 2014 shows net liabilities of £92,000 (£62,000 as at 31 March 2013). A material net liability can highlight potential going concern issue however, we recognise that the appointed actuary is of the view that the asset holdings and contributions from employees and employers together with increases in contributions provide security over future liabilities. In light of these factors, it is reasonable that the accounts are prepared on a going concern basis.

Overall the system of internal control and arrangements for the prevention and detection of fraud were satisfactory during 2013/14.

In December 2013, the Scottish Government announced that from 2016 planning and delivery of community justice will transfer from the eight community justice authorities to Scotland's 32 community planning partnerships. A national body will also be created, to provide leadership and accountability for the new structure. The community justice authorities, including North Strathclyde, would therefore cease to exist.

Outlook

On the 9 April 2014 the Scottish Government published a further consultation document on the future model for community justice services. A joint response was provided by the CJA conveners to the Scottish Government prior to the consultation period closing in July 2014.

The new model is unlikely to be fully implemented until during 2016/17; during 2015/16 the Scottish Government plan to draft the national strategy, including performance management arrangements and confirm new funding arrangements.

In the meantime, NSCJA continue to work to the 2014-2017 Area Plan, providing updates to each CJA meeting.

Introduction

1. This report is the summary of our findings arising from the 2013/14 audit of North Strathclyde Community Justice Authority (NSCJA). The purpose of the report is to set out concisely the scope, nature and extent of the audit. It summarises our opinions (i.e. on the financial statements) and conclusions on significant issues arising.
2. The report also reflects our overall responsibility to carry out an audit in accordance with the public sector audit model which is based on the Code of Audit Practice prepared by Audit Scotland (May 2011). This sets out the wider dimensions of public sector audit which involves not only the audit of the financial statements but also consideration of areas such as financial performance and corporate governance. An audit of the financial statements is not designed to identify all matters that may be relevant to those charged with governance. It is the auditor's responsibility to form and express an opinion on the financial statements prepared by management; however this does not relieve management of their responsibilities in this respect. This report has been prepared for the use of the NSCJA and no responsibility to any third party is accepted.
3. This report is also addressed to the Auditor General and will be published on our website after consideration by the NSCJA. Reports should be made available to stakeholders and the public, where appropriate. Audit is an essential element of accountability and the process of public reporting.

Matters to be reported

Conduct and scope of the audit

4. Information on the integrity and objectivity of the appointed auditor and audit staff, and the nature and scope of the audit, were outlined in our Annual Audit Plan issued to management in March 2014 and presented to the NSCJA on 13 June 2014, and follow the requirements of the Code of Audit Practice prepared by Audit Scotland in May 2011.
5. As part of the requirement to provide full and fair disclosure of matters relating to our independence we can confirm that we have not undertaken non-audit related services. The 2013/14 agreed fee for the audit was disclosed in the Annual Audit Plan and as we did not carry out any additional work outwith our planned audit activity the fee remains unchanged.

Audit opinion & accounting issues

6. We have given an unqualified opinion that the financial statements of NSCJA for 2013/14 give a true and fair view of the state of the body's affairs and of its net expenditure for the year. The audit opinion was formally issued and signed on 20 October 2014.
7. We received the unaudited financial statements on 16 June 2014, in accordance with the agreed timetable. The working papers were of a high standard and the staff provided good support to the audit team which enabled us to complete our on-site fieldwork by the planned target date.
8. Community justice authorities are required to prepare accounts in line with the Scottish Government Justice Directorate's Guidance Note Four: Management Statement / Financial Memorandum (March 2013). The memorandum states that the accounts should be prepared in line with the Code of Practice on Local Authority Accounting in the United Kingdom 2013/14 (the 2013/14 Code) and we can confirm that the financial statements have been properly prepared in accordance with the Management Statement and 2013/14 Code.

Findings

9. Our International Standard on Auditing (ISA) 260 report, issued to the chief officer, as accountable officer, and treasurer on 20 October 2014 confirmed there were no significant issues arising from the audit of the financial statements.
10. A number of presentational issues were identified during the course of our audit and these were discussed with finance officers who agreed to amend the unaudited financial statements. There was no impact on the deficit on provision of services of these changes.

Financial results

2013/14 Outturn

11. In 2013/14 NSCJA reported an accounting deficit on the provision of services of £14,069, compared to a breakeven budget; the deficit was mainly due to an accounting adjustment for pension costs and a small overspend for employee costs.

2013/14 financial position

12. The balance sheet as at 31 March 2014 shows net liabilities of £92,000 (£62,000 as at 31 March 2013) and relates to an increase in the pension liability which is attributable to changes in the pension fund actuary's assumptions: higher pension and salary increase rates and lower expected return on pension assets.
13. A material net liability can highlight potential going concern issue however, we recognise that the appointed actuary is of the view that the asset holdings and contributions from employees and employers together with increases in contributions provide security over future liabilities. In light of these factors, it is reasonable that the accounts are prepared on a going concern basis.

2014/15 budget

14. Two sources of grant funding are made available to NSCJA from the Scottish Government. The first of these is known as section 27 funding, which in turn is allocated out to each of the member authorities. The initial allocation for 2014/15 was £10,117,963 (2013/14 £10,213,203; 2012/13 £10,532,185), a reduction of £115,334 (1%) from the previous year.
15. As per the previous year, NSCJA was allocated a single funding allocation and not a core and non-core budget allocation. This is to allow greater flexibility to allocate resources towards area plan priorities.
16. In September 2014, the Treasurer and Chief Officer projected a year-end overspend of £196,779 primarily due to overspends at East Renfrewshire CJA (£139,788) and Argyll, Bute and Dunbartonshire (£68,996). Any such overspends would be borne by the member authorities.
17. The second source of grant funding is for administration costs. The 2014/15 budget is £222,682, compared to 2013/14 of £220,477. A small underspend of £1,700 was projected for the year, as at September 2014.

Overall governance arrangements

18. The Code of Audit Practice gives auditors a responsibility to review and report on audited bodies' corporate governance arrangements and we found that NSCJA has sound governance arrangements in place.

19. NSCJA normally meet quarterly but we note that meetings held in June and December 2013 were not quorate, however all meetings held in 2014 have been held as planned. We will continue to monitor that all meetings are held quarterly.

Accounting and internal control systems

20. While auditors concentrate on significant systems and key controls in support of the opinion on the financial statements, their wider responsibilities require them to consider the financial systems and controls of audited bodies as a whole. However, the extent of this work should also be informed by their assessment of risk and the activities of internal audit.
21. With Renfrewshire Council (the council) being the host for NSCJA, all financial transactions of NSCJA are processed through the financial systems of the council and are subject to the same controls and scrutiny of the council including regular reviews of internal audit. We assess the work of internal audit and where possible place reliance on their work. For 2013/14 we placed reliance on their testing at the council. In the prior year Internal audit reported on some system weaknesses on trade payables and we carried out additional substantive testing and results were satisfactory.
22. In the Internal Audit Annual Report 2013/14, the Chief Auditor concluded that satisfactory assurance can be placed upon the adequacy and effectiveness on NSCJA's internal control, risk management and governance arrangements. A specific review was completed during the year of the authority's financial regulations and codes, to ensure that any revisions made to the Renfrewshire Council financial regulations and codes were incorporated as appropriate.

Public Services Network

23. As already noted, the council hosts all the systems for NSCJA and if there were any ICT system failures this could have a significant impact on the work of NSCJA as it exchanges a high volume of data with member authorities. Last year we reported that the Cabinet Office had replaced the Government Secure intranet (GSI) with public services network and that they were strict over security measures. We confirmed that the Cabinet Office awarded accreditation to the council in September 2013. Accreditation is required annually and the council is awaiting feedback on its 2014 submission, which was sent to the Cabinet Office by November 2014 deadline.

Prevention and detection of fraud and irregularity

24. In our Annual Audit Plan we highlighted the responsibility audited bodies have for establishing arrangements to prevent and detect fraud and other irregularities. In our opinion the overall arrangements for the prevention of fraud within NSCJA are satisfactory, although it should be noted that no system can eliminate the risk of fraud entirely.

Standards of conduct and arrangements for the prevention and detection of corruption

25. Audited bodies are responsible for ensuring that their affairs are managed in accordance with proper standards of conduct and have proper arrangements in place for implementing and monitoring compliance with standards and codes of conduct, standing orders and financial instructions. Auditors consider whether bodies have adequate arrangements in place. No issues have been identified by us for inclusion in this report.

Best value and performance

26. Audited bodies have a specific responsibility to ensure that arrangements have been made to secure Best Value. Auditors of local government bodies also have a responsibility to review and report on the arrangements that specified audited bodies have made to prepare and publish performance information in accordance with directions issued by the Accounts Commission.
27. Auditors may also consider the use of resources in services or functions, where the need for this is identified through local audit risk assessments. During the course of their audit appointment auditors should also consider and report on progress made by audited bodies in implementing the recommendations arising from reviews in earlier years.
28. This section includes a commentary on the performance management arrangements within NSCJA and notes any headline developments.

Performance management arrangements

29. The work of NSCJA is underpinned by the 2014-2017 Area Plan and annual action plans to progress the overarching strategy of the area plan. Update progress reports are provided to each NSCJA meeting. In September 2014, members were advised that of the 37 activities planned, 35 (95%) are on course to be completed within the prescribed timescales, but there were delays in progressing the equally safe and fiscal work order roll-out activities due to roll out timetable being revised by the Scottish Government.

Redesigning the community justice system

30. In December 2013 the Scottish Government announced that planning and delivery of community justice will transfer from the eight community justice authorities to Scotland's 32 community planning partnerships. A national body will also be created, to provide leadership and accountability for the new structure. Therefore the current CJAs, including North Strathclyde, will cease to exist.
31. On the 9 April the Scottish Government published a further consultation document on the future model for community justice services. The main features of the new model are as follows:
 - Local strategic planning and service delivery under Community Planning Partnerships (CPPs)

- Duties on a defined set of partner bodies including local authorities, NHS boards and Police Scotland to engage in local strategic planning and delivery with accountability for planning and performance being located at this level.
 - A national body with the suggested name of Community Justice Improvement Scotland will be established to provide independent professional assurance to Scottish Ministers on the collective achievement of community justice outcomes across Scotland.
 - Collective or collaborative arrangements incorporating aspects which maybe best commissioned, managed or delivered nationally.
 - A mechanism, reflecting the national and local democratic responsibilities, to afford discussion agreements as necessary on aspects of mutual concern.
32. At the meeting of the community justice authority conveners held on 30 May, 2014 it was decided that a joint response to this consultation be submitted to the Scottish Government. The community justice authority conveners reiterated their commitment to work with the Scottish Government, CoSLA and other stakeholders to ensure a smooth transition to the new structure.
33. The new model is unlikely to be fully implemented until during 2016/17; during 2015/16 the Scottish Government plan to draft the national strategy, including performance management arrangements and confirm new funding arrangements.
34. In the meantime, NSCJA continue to work to the 2014-2017 Area Plan, providing updates to each CJA meeting.

Acknowledgements

35. We would like to express our thanks to the staff of Renfrewshire Council and NSCJA for their help and assistance during the audit of this year's financial statements which has enabled us to provide an audit report within the agreed timetable.

To: North Strathclyde Community Justice Authority

On: 12th December 2014

Report by: Planning Officer

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

1. Summary

- 1.1** The purpose of the report is to present the 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 2014-2017, 3 year Area Plan.
- 1.3** There are 12 actions that we will do as a partnership and 37 activities associated with the actions, in the plan. The majority of which will be the responsibility of the Chief Officer and Planning Officer to manage.
- 1.4** There were four activities that were due for completion in the last quarter. Activities 8; 9; 11; 31.
- 1.5** Unfortunately I have to report that due to external influences all four activities have not been achieved within the stated timescale.

Activity 8 and Activity 9

The Supporting Offenders with Learning Difficulties Network have been tasked by the Scottish Government to progress the relevant recommendations from 'The Keys to Life' at a National level. They are in the process of developing a workplan to take this work forward. As a member of the network, the planning officer has had discussions around local progress and has been advised to delay any work until the national steer has been completed. This will also have an adverse knock on to **Activity 7**.

Activity 11

Equally safe has not made any recommendations.

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

This will have a knock on to **Activity 12**

Activity 31

The timetable for Fiscal Work Order roll out has been revised by Scottish Government. Indications that roll out in NSCJA will not be until April 2015. This will also adversely affect **Activity 30**.

2. Recommendations

- 2.1** The Authority is asked to note the content of this report and Appendix 1
- 2.3** Delegate authority to the Chief Officer in consultation with the Convener to make any necessary amendments to the Action Plan if required.

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.
- 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.

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. Next report should be for December 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.
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.
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. Cognizance 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.
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.

	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 th 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 last APiG, one attended. On hold until National Event takes place and a positive steer from Transitions Steering Group..
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		Ongoing NSCJA representation through Chief Officer. Awaiting
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 national and local.

	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.
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. Housing sub group has now been disbanded; Ann Carruthers Renfrewshire is progressing joint work.
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		Work ongoing.

	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		Work Ongoing
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
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.

To: North Strathclyde Community Justice Authority

On: 12th December 2014

Report by: Chief Officer

Heading: Redesign of Community Justice Structures

1. Summary

- 1.1** The second consultation exercise on the redesign of the community justice structure closed on 2nd July 2014. Although the Government have now published all the responses they received they have not yet published their own formal response (at 20/11/14) and we are not expecting to receive it until later in December. When it is published it will provide clarity on the duties and powers of the new national body and the duties and powers being given to Community Planning Partnerships (CPPs).
- 1.2** Progress continues towards helping CPPs prepare for the change.
- A “Transitions” workstream has been established with representation on it from Government, COSLA, CJAs, Social Work Scotland, CPPs and the third sector. This group recently met with all CPP Managers in Edinburgh to begin to identify what assistance CPPs will require to help them take on the additional duties. Over the course of the year the group will organise a series of national and local events to increase CPPs awareness of national and local community justice issues.
- 1.3** The COSLA Leaders Group recently agreed to establish a Community Justice Sub Group which will be chaired by Councillor Harry McGuigan. The sub group will sit within Health and Wellbeing Executive Group structure and council leaders and CJA Conveners invited to attend. The purpose of the new sub group is to provide governance and oversight for the transfer of the new community justice duties to the CPPs.
- 1.4** CJA staff have requested a meeting with the Deputy Director, Community Justice Division to clarify the position of staff and the process of disestablishing the CJAs. This meeting will take place in Glasgow on 11th December and the

staff group have submitted a detailed initial list of questions / concerns they wish to have answered at the meeting. Justice Division are taking advice from both COSLA and Directors of Personnel regarding the position of CJA staff and have requested copies of all contracts of employment.

- 1.5** Preparations continue in relation to the establishment of the new national body. Justice Division has contracted consultants to provide a costing for this and have separately been meeting with Scottish Government IT and Estates regarding linked costs. Finally, there are ongoing meetings with the Public Bodies Unit around the establishment of the new Public Body.

2. Recommendations

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

3. Background

- 3.1** The Scottish Government published its response to the initial consultation on redesigning the community justice system on 16th December 2013.
- 3.2** It also stated that further consultation would take place to give stakeholders, practitioners and the public an opportunity to comment on and contribute to the ongoing development of the new model. Written responses had to be submitted by 2nd July 2014.
- 3.3** The formal response from the Scottish Government will be published before Parliament recesses on 19th December 2014.

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: 12th December 2014

Report by: Chief Officer

Heading: Women's Services in the Community – Progress Report

1. Summary

- 1.1** The Authority has previously been informed of the successful resource bids to develop services for women by Inverclyde, Renfrewshire and West Dunbartonshire Councils. Copies of the bids were submitted to the meeting of NSCJA in December 2013.
- 1.2** Renfrewshire received 18 months funding which ends on the 31st March 2015 to develop a volunteer support service as part of a larger multi disciplinary women's support team based in Back Sneddon Street, Paisley. The Volunteer Coordinator also helps facilitate the drop in group. The women's justice service team has engaged with 83 women during the period 1st April – 30th September 2014 and fully expect that figure to continue rising.

In relation to sustaining the Volunteer Coordinator post after 31st March 2015, the team are currently exploring alternative funding sources and are working with third sector partners to do this.

- 1.3** Inverclyde received 12 months funding to employ a Social Worker and 1 ½ support workers who are employed by Action for Children. The service provides one to one support as well as a drop in service and a groupwork programme. The service is mainly delivered in the Action for Children base in Greenock and a nurse attends monthly to provide nursing support if required. At present there are regularly 6 women attending the drop in.

In relation to sustaining the service after the funding finishes on 31st March 2015, the Council are looking to reconfigure existing services to ensure continuity.

- 1.4** West Dunbartonshire received 12 months funding to employ a project worker who facilitates the groupwork programme and has developed an enhanced service for women including one to one support, a drop in service and a volunteer group. The project worker is supported in providing the service by other social work colleagues and service users. Links have been developed with a range of external agencies including the local further education college who have offered placements to service users.

The Partnership Manager is currently looking at options to sustain the service beyond 31st March 2015.

2. Recommendations

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

3. Background

- 3.1** In 2013, the Scottish Government invited Local Authorities to apply for funding to develop their service delivery for women offenders in response to the aims of the Angiolini Commission on Women Offenders. Submissions were invited for either 18 or 12 months funding. Proposals were required to be with the Scottish Government by 31st August for the 18 months funding and 30th November 2013 for the 12 months funding.

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: 12th December 2014

Report by: Chief Executive, Turning Point Scotland

Heading: Turning Point Scotland – Progress Report

1. Summary

- 1.1** Turnaround Residential Unit staff have been working closely with Criminal Justice Social Work and the Courts throughout the year. There have been 50 admissions to date this financial year. 60% (30) of the 50 service users have been from North Strathclyde CJA.
- 1.2** The service outcomes have improved across all areas and the occupancy level in the residential unit has been maintained at a consistently high level. The occupancy level has a rolling average for the year of 93%.
- 1.3** At the Turnaround Community Service we are in our third year of co-location with Criminal Justice Social Work in North Strathclyde CJA and South West Scotland CJA. The team has worked with 164 service users since April 2014. An Operational Group continues in each CJA area with local Social Work Managers assisting and supporting referrals. Further strategic issues are reported to a Steering Group consisting of senior officers from CJAs, Turning Point Scotland and Inspiring Scotland. In the community we work according to needs of Criminal Justice Social Work and the partnership is a continued success.
- 1.4** We have restructured our programme according to feedback from service users and this now includes CSCS training for health and safety cards which may increase employability options. We have introduced more physical exercise and Recovery groups along with linking in with Recovery services in the community.

1.5 Recent Developments in the Service

- a) Turnaround is involved with SMART Recovery and they will train 4 staff in this recovery programme which will be made available to service users.
- b) The manager of the Turnaround Community Service has been seconded to the 218 project in Glasgow and Turning Point Scotland is currently advertising for replacement to backfill the post.
- c) The service was submitted for a Care Accolade award. Unfortunately they were runners up receiving a highly commended assessment.

1.6 Funding

The Turnaround service receives funding from section 27 from the Scottish Government. This is administered through Renfrewshire Council.

Inspiring Scotland has been reporting on the performance of Turnaround to the Scottish Government. They had recommended that the service receive funding for a further 3 years. As yet no formal indication has been given but it would appear that the Scottish Government are more likely to approve an additional one year funding. This is still uncertain but an indication is expected closer to Christmas.

The Scottish Government has yet to approve funding for the financial year 2015/2016. In the meantime Turning Point Scotland will continue to engage with Inspiring Scotland and the Scottish Government with a view to securing a longer term commitment.

1.7 Other Developments – Turning Point Scotland

- a) The Low Moss PSP is working closely with the Renfrewshire Drug Service and Renfrewshire Housing and in Dumbarton with Alternatives and Criminal Justice Social Work. This will help build stronger links locally in Renfrewshire and West Dumbarton.
- b) Turning Point Scotland have received a grant from Big Lottery funding to develop a Housing First service in Renfrewshire and East Dunbartonshire.
- c) A Turning Point Scotland worker is working closely with Women's Service in Renfrewshire as a Volunteer Coordinator and we are also delivering the HDC service in Dumbarton.
- d) Turning Point Scotland is also involved with the Shine Mentoring project and are working closely with the Women's Service offering additional support.

2. Recommendations

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

3. Background

- 3.1** Turnaround completed a 3 year pilot funding period in March 2011. This resulted in an element of service redesign including co-location with Criminal Justice Social Work teams, creating more flexibility in the referral criteria and working to accommodate wider access as a community alternative.

Since 2011 the Scottish Government has commissioned Inspiring Scotland which is an outcome focused venture philanthropist agency to act as the liaison agency for a number of centrally funded services of which Turnaround is one.

- 3.2** Turnaround's bespoke programme is designed to target new Community Payback Orders and assist with the 'other activities' part of Unpaid Work and this is proving very successful. This programme is used in groups or on a one to one basis depending on need.

- 3.3** Comprehensive promotional work has been undertaken in both CJA areas and operational groups have been established in both CJAs. This continues to raise the profile and awareness of the service and to target appropriate referral routes.
-

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: 12th December 2014

Report by: Planning Officer

**Heading: North Strathclyde Community Justice Authority
Reconviction Rates 2014 (2011-2012 cohort)**

1. Summary

- 1.1** The purpose of the report is to inform the authority of the latest released reconviction figures for the NSCJA area.
- 1.2** On 10th June 2014 the Crime and Justice series statistical bulletin: Reconviction Rates in Scotland: 2011-12 Offender Cohort was published.
- 1.3** In the North Strathclyde CJA area there were 3805 offenders discharged from custody or given a non custodial sentence in 2011-12. In the following year, these 3805 offenders had a one year frequency rate of 0.52 reconvictions for every offender, matching the national rate.
- 1.4** The current one year frequency rates for each local authority area are:
- | | |
|------------------------------------|------|
| • Argyll & Bute | 0.38 |
| • East & West Dunbartonshire | 0.59 |
| • East Renfrewshire & Renfrewshire | 0.49 |
| • Inverclyde | 0.55 |
- 1.5** Those aged under 18 have the highest one year reconviction figures. The female reconviction frequency rate and one year reconviction figures in this age group are significantly above the national figures. The corresponding figures for males in this age group mirror the national figures.

- 1.6 Over the past five years there has been a decline in the one year reconviction rate. In 2007-08 the one year reconviction rate was 32.1 per cent, whereas in 2011-12 it is 28.3 per cent; a reduction of 3.8 percentage points. Over the same time period there has been a reduction in the reconviction frequency rate from 0.55 to 0.52; a reduction of 0.03 reconvictions per offender.
- 1.7 Offenders given a Drug Treatment and Testing Order (DTTO) do not have the highest reconviction frequency rate compared to other disposals for the first time in the last five years. In North Strathclyde the reconviction frequency rate is nearly half the rate in Scotland: in 2007-08 the one year reconviction frequency rate was 1.41 and in 2011-12 the rate is 0.73, representing a decrease of 0.68 reconvictions for every offender
- 1.8 Offenders who commit a crime of dishonesty have the highest reconviction frequency rate compared to those who commit other crimes, and offenders who commit a sexual crime have the lowest reconviction frequency rate. In 2011-12, the reconviction frequency rate is 0.84 for offenders who committed crimes of dishonesty and 0.21 for offenders who committed a sexual crime
- 1.9 Offenders who were released from a custodial sentence of 3 - 6 months have the highest reconviction frequency rate compared to those who were released from longer sentences. The reconviction frequency rate for those released from a sentence of 3- 6 months 1.26. This compares with a reconviction frequency rate of 0.17 for those released from a sentence of over 4 years
- 2.0 A fuller analysis of the Reconviction Rates for North Strathclyde Community Justice Authority area can be found in Appendix 1 to this report.
-

2. Recommendations

- 2.1 Note the content of this report and Appendix 1
-

3. Background

- 3.1 The underlying principle of measuring recidivism is that someone who has received some form of criminal justice sanction (such as a community sentence or a fine) goes on to commit another offence within a set time period. In this case, the cohort of interest consists of offenders who have been released from a custodial sentence or received a non-custodial sentence during the period 2011-2012
- 3.2 **Reconviction frequency rate** – the average number of reconvictions within a specified follow up period from the date of the index conviction per offender. Unless stated otherwise the reconviction frequency rates that are quoted in this report are for a follow-up period of one year.

Reconviction rate – in the case of a court disposal, the percentage of offenders with index convictions in the cohort who were reconvicted one or more times within a specified follow up period from the relevant date of the index conviction. Unless stated otherwise the reconviction rates that are quoted in this report are for a follow-up period of one year. Note: In the case of a non-court disposal, this is the percentage of individuals who received a further non-court disposal within a specified follow up period from the relevant date of the index conviction.

3.3 Approximate areas are based on the court of the offenders index conviction. Some Sheriff Court boundaries include more than one local authority area.

The caveat to the presented figures for North Strathclyde CJA is:

- Parts of East Dunbartonshire and Argyll & Bute are also served by Glasgow Sheriff Court as well as the Sheriff Courts in North Strathclyde. However, since this analysis is based on an approximation of court areas, East Dunbartonshire and Argyll & Bute have been included with North Strathclyde whilst Glasgow Sheriff Court is included with Glasgow CJA area.
- East and West Dunbartonshire (Dumbarton Sheriff Court) Renfrewshire and East Renfrewshire (Paisley Sheriff Court)

3.4 It is important to note that information on **convictions** and **reconvictions** is not the same thing as information on **offending** and **reoffending**, or **recidivism**

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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North Strathclyde Community Justice Authority

Reconviction Rates Report 2014 (2011-12 Cohort)

Introduction

1. This publication provides analyses of one year reconviction rates and one year reconviction frequency rates for the cohort of offenders released from a custodial sentence or receiving a non-custodial disposal in 2011-12, including non-court disposals for the local authority areas that constitute North Strathclyde Community Justice Authority.
2. The one year reconviction rate has fallen by 0.8 percentage points, the most recent figure being 29.1 per cent in 2011-12 ([Chart 1](#)). The one year reconviction frequency rate for the 2011-12 cohort is 0.52 reconvictions per offender, a slight decrease on the 2010-11 reconviction frequency rate of 0.53 ([Chart 2](#)).
3. Using the convention laid out in the Scottish Government's 'Justice Dashboard' for determining the direction of change, the decrease of 0.01 in the frequency rate indicates that the position is worsening across the NSCJA area. This however cannot be regarded in isolation and other determinants need to be taken into consideration.

Key points

1. Over the past five years there has been a decline in the one year reconviction rate. In 2007-08 the one year reconviction rate was 32.1 per cent, whereas in 2011-12 it is 28.3 per cent; a reduction of 3.8 percentage points. Over the same time period there has been a reduction in the reconviction frequency rate from 0.55 to 0.52; a reduction of 0.03 reconvictions per offender.
2. There has been a fall over time in the number of reconvictions for the under 21 age group. In 2007-08 this group had a one year reconviction rate of 38.1 and in 2011-12 the one year reconviction rate is 31.4; over the five year period a fall of 6.7 percentage points. Over the same time period there has been a reduction in the reconviction frequency rate from 0.67 to 0.57; a reduction of 0.10 reconvictions per offender.
3. Over the past five years the number of offenders discharged from custody or given a non-custodial sentence has decreased from 4664 in 2007-08 to 3805 in 2011-12. During this period, there has generally been a decline in the one year reconviction frequency rate and a corresponding decline in the one year reconviction rate.
4. Offenders given a Drug Treatment and Testing Order (DTTO) do not have the highest reconviction frequency rate compared to other disposals for the first time in the last five years. In North Strathclyde the reconviction frequency rate is nearly half the rate in Scotland: in 2007-08 the one year reconviction frequency rate was 1.41 and in 2011-12 the rate is 0.73, representing a decrease of 0.68 reconvictions for every offender. ([Table 8](#)).
5. Offenders who commit a crime of dishonesty have the highest reconviction frequency rate compared to those who commit other crimes, and offenders who commit a sexual crime have the lowest reconviction frequency rate. In 2011-12, the reconviction frequency rate is 0.84 for offenders who committed crimes of dishonesty and 0.21 for offenders who committed a sexual crime.

6. Offenders who were released from a custodial sentence of 3 - 6 months have the highest reconviction frequency rate compared to those who were released from longer sentences. The reconviction frequency rate for those released from a sentence of 3- 6 months 1.26. This compares with a reconviction frequency rate of 0.17 for those released from a sentence of over 4 years.

Age and gender (Tables)

1. Males have higher reconviction frequency rates and higher reconviction rates than females (Chart 3; Table1 and Table 2). The reconviction frequency rate in 2011-12 is 0.54 and 0.40 for males and females respectively, the reconviction rates are 29.6 and 21.6 per cent.
2. Those aged below 18 have the highest one year reconviction figures (Charts 4 - 7). The overall and local authority figures can be seen in Table 3.
The one year reconviction rate is 40.1 in 2011-12, a decrease of 0.2 percentage points since 2007-08. The reconviction frequency rate for this age group is 0.76 in 2011-12 a fall of 0.05 reconvictions for every offender since 2007-08. The gender specific reconviction frequency rate in 2011-12 for this age group is 0.75 and 0.85 for males and females respectively, the reconviction rates are 40.9 and 35 per cent. The female reconviction frequency rate and one year reconviction figures in this age group are significantly above the national figures of 0.52 and 25.7. The corresponding figures for males in this age group mirror the national figures.
3. Those offenders aged 17 have a one year reconviction rate and one year reconviction frequency rate of 39.3 and 0.73 respectively, for 2011-12. These are both above the national figures of 37.4 and 0.68. The reconviction frequency rate in 2011-12 for males and females respectively in this age group is 0.72 and 0.38, a reduction of 0.12 and 0.08 reconvictions per offender on the previous year's figures and a decrease of 0.07 and 0.41 respectively since 2007-08.
The reconviction rates for the same groups are 41.3 and 26.7 per cent. These show an increase of 0.2 and 11.3 percentage points on last year's figures; however the male figure displays an increase of 3.7 and the female figure a decrease of 7.8 since 2007-08.
When compared to the national figures, both the reconviction rate and frequency rate figures for females in this age group are below the figure, however, whilst the frequency rate for males is the same, the reconviction rate is higher.
Given the small numbers in this age group, it should be remembered that any slight variation in the numbers has a dramatic effect on both the reconviction and frequency rates.
Visual representation can be viewed at Charts 10 &11.
4. Those offenders aged 16 have a one year reconviction rate and one year reconviction frequency rate of 42.5 and 0.85 respectively, for 2011-12. These are both above the national figures of 38.8 and 0.82. The reconviction frequency rate in 2011-12 for males and females respectively in this age group is 0.83 and 1.00, an increase of 0.14 for male offenders and 1.00 for female offenders (as there was no rate for the previous year), on the previous year's figures and a decrease of 0.06 for males and increase of 0.25 for females since 2007-08.
The reconviction rates for the same groups are 40.0 and 60.0 per cent. These show an increase of 1.1 for males, with no comparison for females on last year's figures; however the male figure displays a decrease of 10.0 and the female figure an increase of 26.7 since 2007-08.

When compared to the national figures, both the reconviction rate and frequency rate figures for males in this age group are below the figure, however, both the figures for females are significantly higher.

Given the small numbers in this age group, it should be remembered that any slight variation in the numbers has a dramatic effect on both the reconviction and frequency rates.

Visual representation can be viewed at Charts 12 & 13.

5. The reconviction frequency rate in 2011-12 for those aged under 21 is 0.57, a slight decrease of 0.01 reconvictions for every offender since 2009-10. The reconviction rate is 31.4 in 2011-12, a decrease of 2.3 percentage points since 2009-10. (Table 4).

The reconviction frequency rate in 2011-12 for males and females respectively in this age group is 0.59 and 0.43, a reduction of 0.01 and 0.02 reconvictions per offender on the previous year's figures and a decrease of 0.11 and 0.04 respectively since 2007-08.

Charts 14&15

The reconviction rates for the same groups are 32.7 and 23.1 per cent. These show a decrease of 2.4 and 0.6 on last year's figures and a decrease of 6.7 and 5.2 since 2007-08. These are markedly below the national figures.

6. Those aged 21 to 25 have a one year reconviction frequency rate of 0.52 and a one year reconviction rate of 30.7 (Table 5). These represent a significant reduction of 0.09 and 3.6 on last year's figures.

The reconviction frequency rate in 2011-12 for males and females respectively in this age group is 0.55 and 0.3; this shows a reduction of 0.06 and 0.28 on last year's figures, and a reduction of 0.07 and 0.2 on the 2007-08 figures.

The reconviction rates for the same groups are 31.9 and 22.2 per cent a reduction 4.2 and 1.6 respectively on last year's figures and a reduction of 5.7 and 3.0 on the 2007-08 figures.

When compared to the national figures, the overall reconviction frequency rate and the reconviction frequency rate for North Strathclyde are similar, with the frequency rate figure being 0.02 lower. The reconviction rate for males is 0.3 higher and the frequency rate is the same as the national figure. Both the reconviction rate and frequency rate for females are lower than the national figures by 3.3 and 0.18 respectively

7. The one year reconviction frequency rate in 2011-12 for those aged 26-30 is 0.67, an increase of 0.04 on the previous year's figure. The one year reconviction rate is 34.7 an increase of 0.9 percentage points on the 2009-10 figure. The overall and local authority figures can be seen in Table 6.

The reconviction frequency rate in 2011-12 for males and females respectively in this age group is 0.71 and 0.49, an increase on last year's figures for both measures of 0.03 and 0.10 respectively and an increase of 0.09 for the male figure with a decrease of 0.01 for the female figure compared to the 2007-08 figures.

The reconviction rates in 2011-12 for males and females are 37.5% and 21.7%, this represents an increase on last year's figures of 1.5 percentage points for males and a slight decrease of 0.3 for females.

The overall figures for this age group are below the national figures. The figures for males in this age group when compared to the national figures are significantly higher by 4.3 and 0.08 respectively.

The female figures are 7.0 and 0.09 below the national figures.

8. The one year reconviction frequency rate and one year reconviction rate for all those aged over 30 in 2011-12 are 0.44 and 24.1. This shows no change in the frequency rate and an increase of 0.2 on the reconviction rate when compared to last year's figures. The 2011-12 overall and local authority figures can be viewed in Table 7.

The reconviction frequency rate in 2011-12 for this age group is 0.46 and 0.38 for males and females respectively, this shows the male figure as being the same as last year's whilst the female figure has increased by 0.04. However when compared with the 2007-08 figure, the male rate has increased by 0.03 whilst the female rate has decreased by 0.06.

The reconviction rates for the same groups in 2011-12 are 24.8 and 21.0 per cent. Whilst the male figure shows a slight reduction of 0.2 the female figure shows an increase of 2.2 percentage points on the 2010-11 figures. However when compared with the 2007-08 figures they both show a reduction of 1.1 and 4.2 percentage points respectively.

When compared to the national figures, both the overall and male figures are lower whilst the female figures are similar.

Chart 1

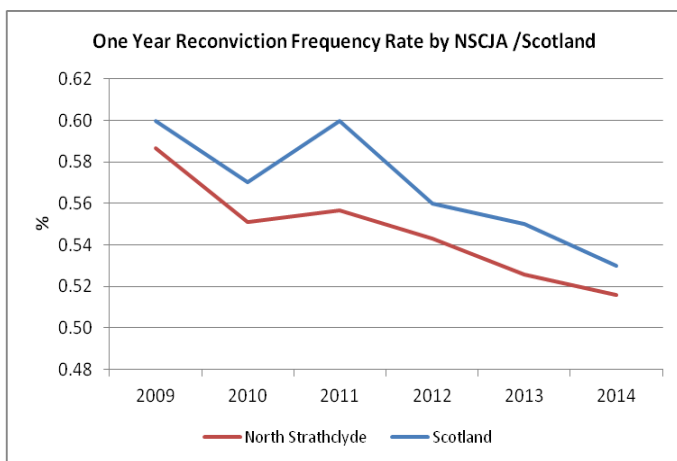


Chart 2

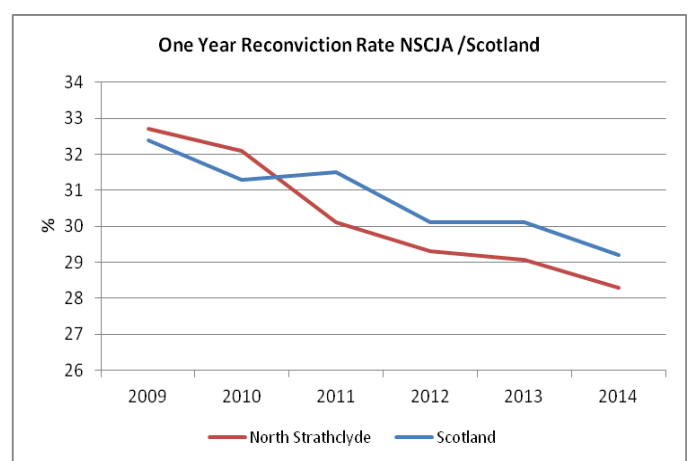


Chart 3

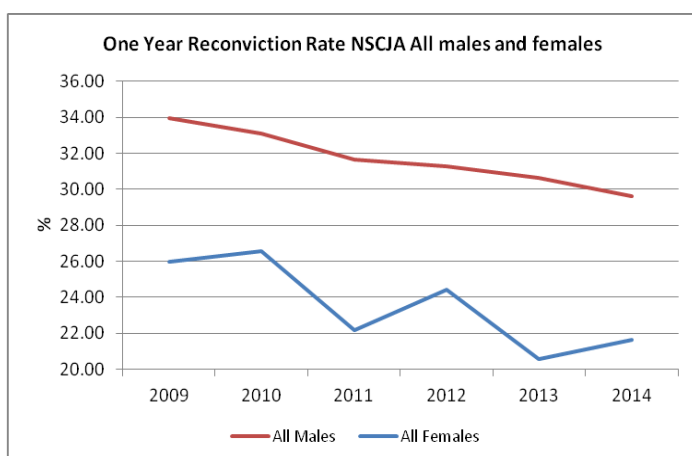


Chart 4

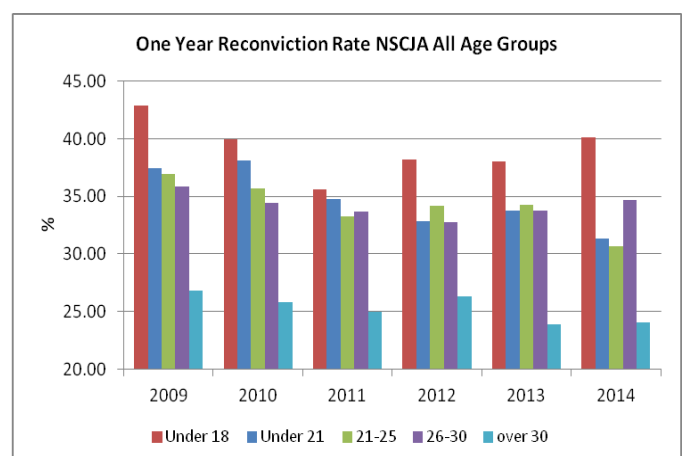


Chart 5

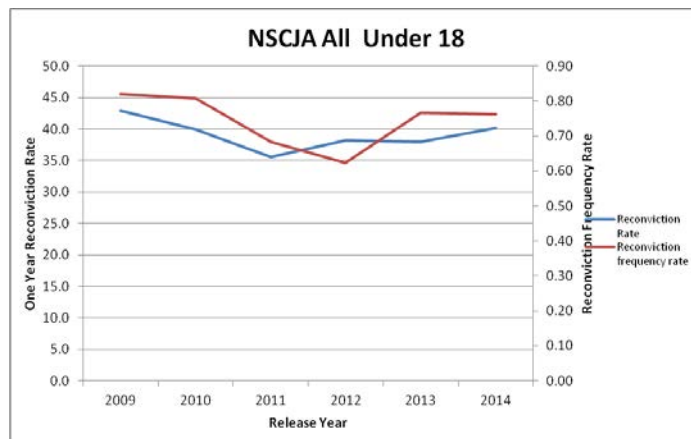


Chart 6

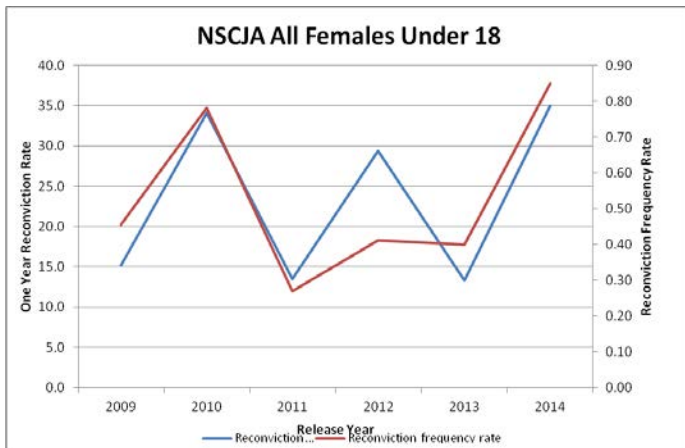


Chart 7

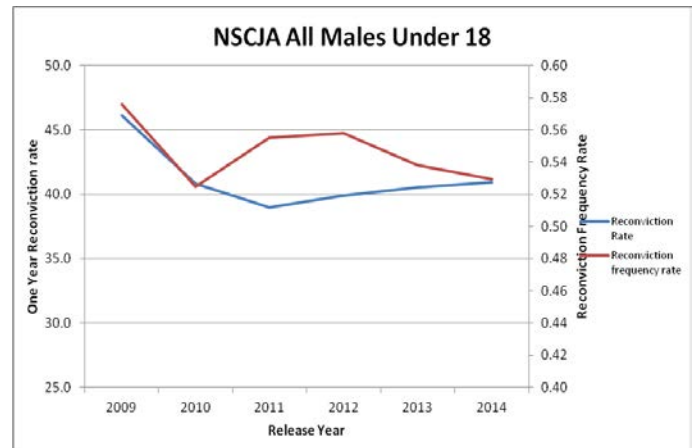


Chart 8

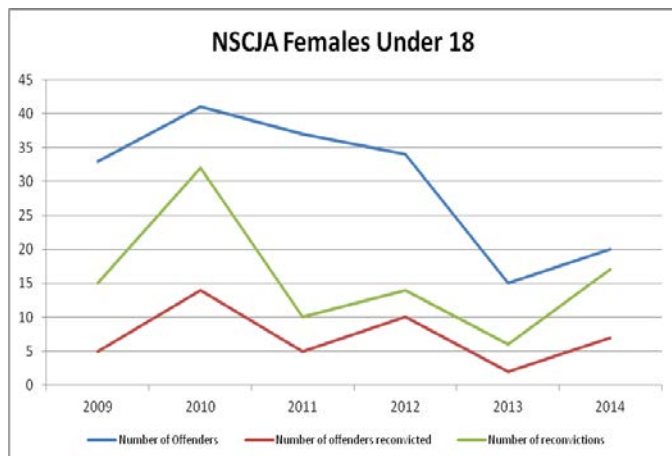


Chart 9

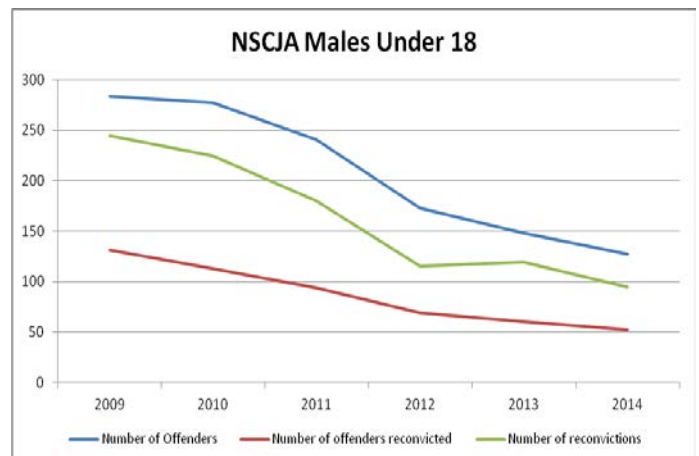


Chart 10

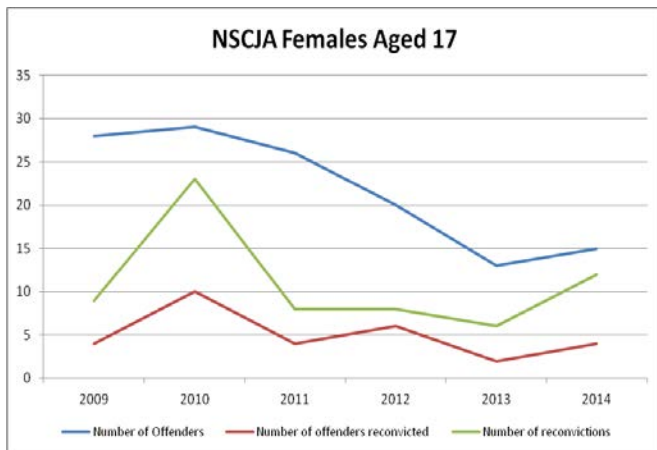


Chart 11

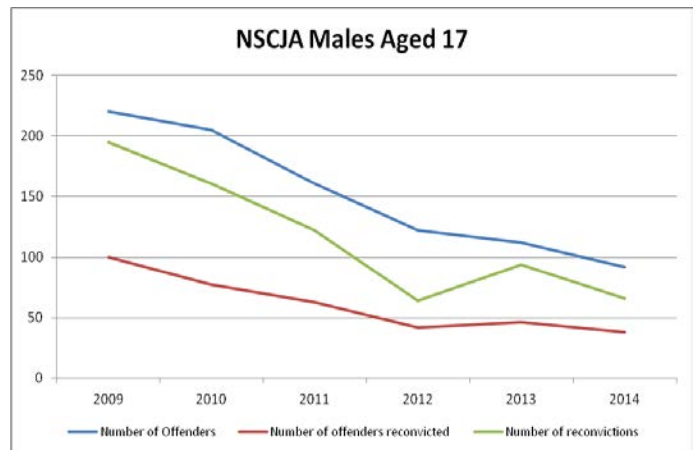


Chart 12

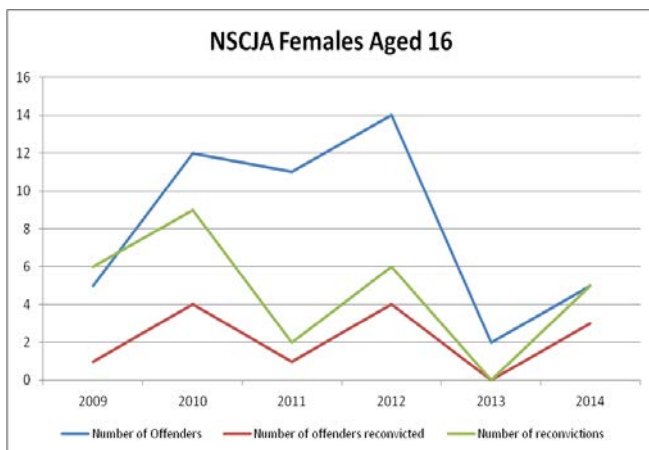


Chart 13

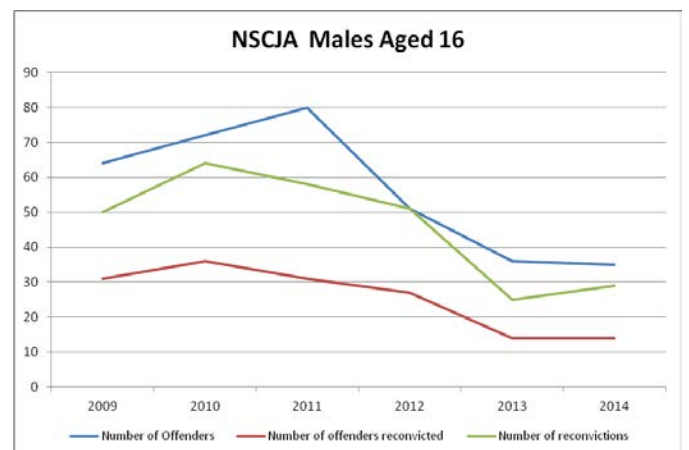


Chart 14

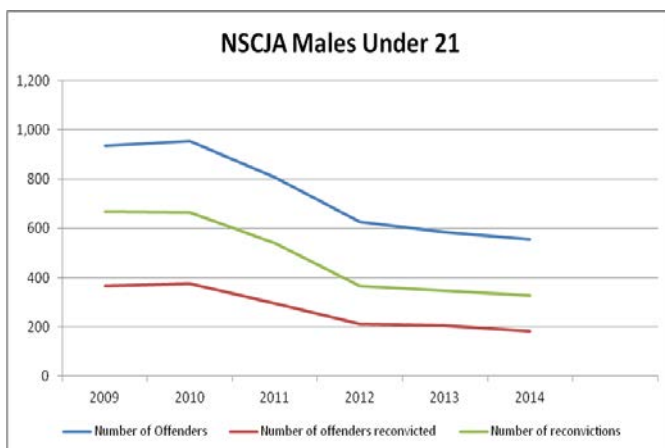


Chart 15

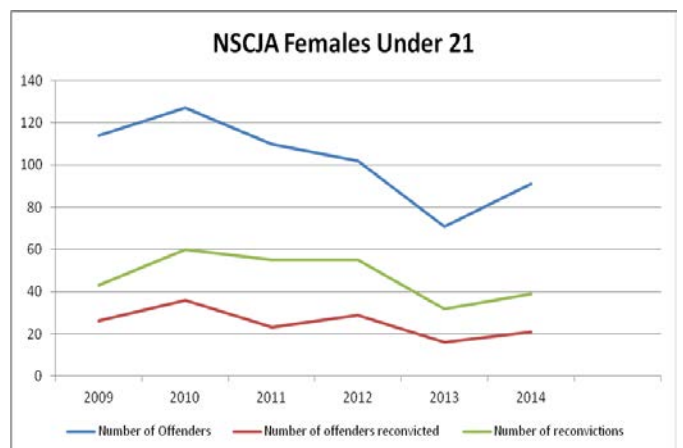


Table 1 :One year reconviction rates and one year frequency rates per local authority Males

Local authority area / community justice area	Number of Offenders	Number of offenders reconvicted	Reconviction Rate %	Number of reconvictions	Reconviction frequency rate
North Strathclyde	3171	939	29.6	1711	0.54
Argyll & Bute	469	120	25.6	183	0.39
East and West Dunbartonshire	889	285	32.1	551	0.62
East Renfrewshire and Renfrewshire	1202	338	28.1	609	0.51
Inverclyde	611	196	32.1	368	0.60

Table 2 :One year reconviction rates and one year frequency rates per local authority Females

Local authority area / community justice area	Number of Offenders	Number of offenders reconvicted	Reconviction Rate %	Number of reconvictions	Reconviction frequency rate
North Strathclyde	634	137	21.6	251	0.40
Argyll & Bute	85	16	18.8	27	0.32
East and West Dunbartonshire	185	50	27.0	87	0.47
East Renfrewshire and Renfrewshire	223	48	21.5	90	0.40
Inverclyde	141	23	16.3	47	0.33

Table 3 :One year reconviction rates and one year frequency rates per local authority Under 18 years of age

Local authority area / community justice area	Number of Offenders	Number of offenders reconvicted	Reconviction Rate %	Number of reconvictions	Reconviction frequency rate
North Strathclyde	147	59	40.1	112	0.76
Argyll & Bute	25	8	**	10	0.40
East and West Dunbartonshire	34	11	32.4	23	0.68
East Renfrewshire and Renfrewshire	67	32	47.8	63	0.94
Inverclyde	21	8	**	16	0.76

Table 4 :One year reconviction rates and one year frequency rates per local authority Under 21 years of age

Local authority area / community justice area	Number of Offenders	Number of offenders reconvicted	Reconviction Rate %	Number of reconvictions	Reconviction frequency rate
North Strathclyde	647	203	31.4	366	0.57
Argyll & Bute	104	22	21.2	30	0.29
East and West Dunbartonshire	169	52	30.8	102	0.60
East Renfrewshire and Renfrewshire	245	85	34.7	151	0.62
Inverclyde	129	44	34.1	83	0.64

Table 5 :One year reconviction rates and one year frequency rates per local authority 21 – 25 years of age

Local authority area / community justice area	Number of Offenders	Number of offenders reconvicted	Reconviction Rate %	Number of reconvictions	Reconviction frequency rate
North Strathclyde	733	225	30.7	381	0.52
Argyll & Bute	120	29	24.2	45	0.38
East and West Dunbartonshire	208	73	35.1	132	0.63
East Renfrewshire and Renfrewshire	265	84	31.7	149	0.56
Inverclyde	140	39	27.9	55	0.39

Table 6 :One year reconviction rates and one year frequency rates per local authority 26 – 30 years of age

Local authority area / community justice area	Number of Offenders	Number of offenders reconvicted	Reconviction Rate %	Number of reconvictions	Reconviction frequency rate
North Strathclyde	602	209	34.7	406	0.67
Argyll & Bute	90	35	38.9	59	0.66
East and West Dunbartonshire	161	62	38.5	136	0.84
East Renfrewshire and Renfrewshire	230	66	28.7	109	0.47
Inverclyde	121	46	38.0	102	0.84

Table 7 :One year reconviction rates and one year frequency rates per local authority over 30 years of age

Local authority area / community justice area	Number of Offenders	Number of offenders reconvicted	Reconviction Rate %	Number of reconvictions	Reconviction frequency rate %
North Strathclyde	1823	439	24.1	809	0.44
Argyll & Bute	240	50	20.8	76	0.32
East and West Dunbartonshire	536	148	27.6	268	0.50
East Renfrewshire and Renfrewshire	685	151	22.0	290	0.42
Inverclyde	362	90	24.9	175	0.48

Table 8: DTTO one year reconviction rates and one year frequency rates.

	North Strathclyde		Scotland	
	Reconviction Rate %	Reconviction frequency rate	Reconviction Rate %	Reconviction frequency rate
2006-07	70	1.25	75.2	2.03
2007-08	71.9	1.41	70.9	1.94
2008-09	65.7	1.40	67.6	1.77
2009-10	65.6	1.94	66	1.68
2010-11	66.7	1.44	66.5	1.60
2011-12	46.7	0.73	56.1	1.45

To: North Strathclyde Community Justice Authority

On: 12th December 2014

Report by: Chief Officer

Heading: HMP Inverclyde Throughcare Service

1. Summary

- 1.1** A new prison for women is being built by the Scottish Prison Service (SPS) to replace HMP Cornton Vale. The site for the new prison is on Inverkip Road at the outskirts of Greenock and it is planned to open in June 2017.
- 1.2** NSCJA has initiated a project to develop a Throughcare service for women being held in the prison to prepare them for release and support them on return to the community. There is a broad partnership of public and third sector organisations involved in the project including Inverclyde CHCP, Scottish Government Justice Directorate, SPS, NHS Greater Glasgow and Clyde, NHS Scotland, SACRO, Turning Point Scotland and Families Outside.
- 1.3** A Governance Group has been established and is chaired by Sharon MacAlees, Inverclyde CHCP to provide oversight of the project. In addition an Operation Group has been created to design the new service. Key tasks for the latter group will be to (a) identify and communicate with key stakeholders, (b) develop a logic model for the service, (c) design the Throughcare service model and (d) prepare bids for funding as required.
- 1.4** It is intended both groups will meet three or four times per year with a number of sub groups set up to take the work forward. The immediate task is to create a communication strategy to include the requirements of both national and regional stakeholders. Early in 2015 we plan to hold a series of workshops to design the service.
- 1.5** The workplan at 2.6 has identified the immediate key milestones for creating the design of the new service. A consistent group of stakeholder representatives will be invited to participate in all three workshops.

1.6 A programme for the first workshop is attached as appendix 1.

1.7

Activity / Purpose	Date / Venue	Outcome
Communications Workshop to identify key partners and develop strategic communications	04/09/2014	Communication Strategy - COMPLETED
Best practice workshop to achieve common understanding of what works best to support women who offend	January 2015 Polmont	Improved understanding of what works
Logic Model Workshop to clarify the processes of support and change that the service will provide	March 2015 Inverclyde	Logic Model for the service created
Service Design Workshop	April / May 2015 Glasgow	Options created and scored against Logic Model

2. Recommendations

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

3. Background

3.1 In October 2012, The Cabinet Secretary for Justice, Kenny MacAskill informed the Scottish Parliament that a new women only prison would be built in Inverclyde and two new specialist units for women would be set up inside HMP Edinburgh and HMP Grampian.

3.2 The Cabinet Secretary's announcement followed consideration of a report by The Scottish Commission on Women Offenders which recommended that HMP Cornton Vale be demolished and replaced with a smaller prison.

- 3.3** HMP Inverclyde has a design capacity for 300 women and will act as both a national facility for women with complex needs and a regional facility for the West of Scotland.

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.

Author Jim Hunter, Chief Officer, North Strathclyde Community Justice Authority
Email: jim.hunter@renfrewshire.gsx.gov.uk Tel: 0141 887 6133

HMP Inverclyde
Throughcare Partnership
Best Practice Workshop
15/01/2015
Hosted by the Scottish Prison Service
SPS College, Polmont



0930	Arrival – Tea / Coffee	
1000	Welcome	Kate Donegan Project Executive Women Offenders Project Scottish Prison Service
1005	Outline of the Workshops Areas of Best Practice Workshops (1-4) <ul style="list-style-type: none"> ○ GIRFEC ○ Scottish Prison Service ○ Scottish Government ○ What Works 	Jim Hunter Chief Officer North Strathclyde CJA
1015	Workshop 1	• • •
1045	Workshop 2	• • •
1115	Tea / Coffee	
1130	Workshop 3	• • •
1200	Workshop 4	• • •

1230	Lunch	
	Areas of Best Practice Workshops (5-8) <ul style="list-style-type: none"> ○ 218 Service ○ Shine Service ○ HMP Cornton Vale Social Work ○ Families Outside 	
1315	Workshop 5	• • •
1345	Workshop 6	• • •
1415	Tea / Coffee	
1430	Workshop 7	• • •
1500	Workshop 8	• • •
1530	Next Steps	Jim Hunter Chief Officer North Strathclyde CJA
1545	Close	

HMP Inverclyde
Throughcare Partnership
Best Practice Workshop
15/01/2015

Workshops Outline

The workshops will take the form of 8 cafe style presentations/discussions covering the area's listed with 4 workshops taking place in the morning and 4 in the afternoon.

The attendees will visit and participate in discussion at each of the 8 workshops.

Each workshop will consist of a short presentation by the facilitator on the area of good practice followed by questions/ discussion. Presentations will last for approx 10-15 min with the remaining 10-15 min used for questions / discussion.

Best Practice Workshops

GIRFEC	What is working well with the GIRFEC model which might be suitable to support women who offend.
Scottish Prison Service	What is your aspiration for the re-settlement of women prisoners
Scottish Government	What is the strategy for the development of women's services and where does HMP Inverclyde fit in.
What works to reduce reoffending	General review of the academic research and a specific focus on what works with women
218 Service	What has worked well in support women who offend in the community. Also include things to avoid.
Shine Service	What has worked well in supporting women prisoners re-settle in the community. Also things to avoid.
Families Outside	What is the current best practice to support women who offend and have families. Also things to avoid.
HMP Cornton Vale Social Work	What has worked well and what could be done to support long term (and STPs) women in both prison and in preparation for release / resettlement.

To: North Strathclyde Community Justice Authority

On: 12th December 2014

Report by: Chief Officer

**Heading: North Strathclyde Community Justice Authority
Office Accommodation**

1. Summary

- 1.1** A current 3 year lease of the NSCJA office accommodation at Unit 905, Mile End Mill in Paisley is due to expire on 12th December 2014.
- 1.2** Given the position that CJAs will be disestablished under the current review of Community Justice Structures we require to extend the lease for the likely timescale that this will take.
- 1.3** The legislation to disestablish CJAs will take until the end of 2015 to complete the parliamentary process and after that point CJAs could cease. The new arrangements won't take effect until 1st April 2016 at which point the CJAs will have gone.
- 1.4** We have therefore agreed with the landlord to extend the lease for 12 months to December 2015 and have a right to run on a month to month basis thereafter. The costs are the same as we currently pay ie £1323 per month including vat.

2. Recommendations

- 2.1** The Authority is asked to approve the renewal of the lease for Unit 905, Mile End Business Centre for a further period of 1 year and thereafter on a month to month basis as required.

3. Background

- 3.1** Scotland's eight Community Justice Authorities (CJAs) were established in April 2006 by The Management of Offenders etc (Scotland) Act 2005. As part of the arrangements to establish CJAs the Scottish Government agreed to provide an administration grant which would cover the costs of employees, business costs and accommodation costs.

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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