

Annex 1.

BRACKNELL FOREST

YOUTH OFFENDING TEAM

BUSINESS PLAN FOR 2003/04

Aiming for Excellence Through Partnership

The Aim of Bracknell Forest YOT is to Reduce Crime and Reduce the Fear of Crime through the provision of high quality Youth Offending Services in the Bracknell Forest area. We aim to provide services that meet the needs of those involved in Crime and those affected by Crime and to meet individual's expectations that they are safe and secure within their community.

Approval

To indicate your approval, as the Chief Officers from the participating agencies, who have the responsibility for the resourcing the Youth Offending Team, you will need to sign below.

	Name of Chief officer	Signature	Date
Deputy Chief Executive Of The Local Authority	Timothy Wheadon		
Social Services and Housing Dept.	Daphne Obang		
Bracknell Forest NHS Primary Care Trust	Diane Hedges		
Thames Valley Police	Chief Supt. Adrian Becks.		
Probation Service	Bruce Davison		
Education Department	Tony Eccleston		
Leisure Services Dept.	Vincent Paliczka		

Introduction

1. The Crime and Disorder Act 1998 places a responsibility on all Local Authorities with Education and Social Services responsibilities to provide a Youth Offending Team in partnership with the Health, Police and Probation Services in their area. In addition it requires each Local Authority to formulate and implement an annual Youth Justice Plan, setting out how Youth Justice Services are to be provided and funded and how they are to be composed, how they operate and what functions they carry out.
2. This plan is an update of the plan produced in 2002 and is centred on the local response to the Thirteen Performance Measures and it follows the format set out in Youth Justice Board guidance. Youth Offending Teams will be compared on their performance against these measures, and Youth Justice Board funding is attached to performance achievement. In addition the plan will look at the preventative strategy for Bracknell Forest YOT and how this links in with the Children Fund and it will look at how Bracknell Forest will implement the YJB Human Resources Policy.
3. This Plan has been developed in consultation with partner agencies, and with consideration to other linked plans e.g. the Preventative Strategy of the CYPSPG and ACPC Business Plan. Consultation with service users is an on going YOT process. Through questionnaires, feedback forms, review meetings and Viewpoint software, the YOT has been made aware of the views of the service users and those views have influenced the writing of this plan.

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SECTION A

SUMMARY

This plan reflects the work of Bracknell Forest Youth Offending Team and its partner agencies in fulfilling their statutory duty to prevent Youth Crime.

Over the previous year the YOT has responded to a range of new initiatives and imperatives including:

- The implementation of Referral Orders on 1st April 2002 and the recruitment and training of volunteers for the Referral Panels.
- The setting up of the Pan Berkshire Intensive Supervision and Surveillance Programme, in co-operation with the 4 other Berkshire YOTs,
- Expanding, in co-operation with our partner agencies, our preventative strategy. Working with the Children's Fund Partnership to develop a strategy regarding prevention of crime and social exclusion.
- Developing links with the new Berkshire Connexions Partnership and the Connexions Local Management Committee and thus keeping YOT clients as a priority group for services from Connexions.
- Working in conjunction with Social Services and Housing Department to develop Family Group Conferences in Bracknell Forest.
- Working closely with the Police and the Courts to fast track young offenders through Court as part of the Street Crime Initiative.
- Developing Drug Services under the Communities Against Drugs Strategy.
- Working with the Other Two East Berkshire YOTs and East Berkshire Magistrates to develop an improved Court Protocol.
- Working with the other Thames Valley YOTs to develop a common protocol with the Thames Valley Probation Service.
- Further Developing and expanding our volunteer PACE Appropriate Adult scheme, in conjunction with RBWM and Slough YOTs and Social Services EDT.
- On a South East basis contributing to the developments and proposals in relation to the YJB Human Resources and Learning Strategy, and plans for the delivery of Further, Higher and Vocational training to Youth Justice workers across the region.
- Supporting the provision of full time education for excluded pupils.

Review of YOT Performance.

YJB 1. There has been a reduction in the number of young people reprimanded, warned or prosecuted for involvement in Vehicle crime whilst figures for domestic burglary remain the same.

YJB 2. Re-offending rates have risen slightly but this is based on a small, 3 month sample cohort of young people and overall Bracknell Forests re-offending rates will compare well with those of similar areas.

YJB 3. In the previous year the YOT has met government targets with 70% of young people given a Final Warning successfully completing an intervention programme. Changes are being made that will further increase involvement in programmes.

YJB 4. There has been a low use of secure placements for both remanded and convicted young people in the Bracknell Forest area and we are well within government targets.

YJB 5. 80% of all interventions include a Restorative Justice element exceeding the national target.

YJB 6. We have continued to keep Victim work as integral to all interventions. 100% of victims who were involved in Restorative Justice Interventions expressed

satisfaction. However we still need to make further improvements in helping victims become more involved in the criminal justice process, particularly RJ interventions.

YJB 7. We have had no Parenting Orders in the last year. 27 Parents started voluntary programmes and 25 successfully completed and all expressed satisfaction giving us a rate of 100% satisfaction with our programmes [The 2 Parents who left programmes did so for personal reasons not related to the programme].

YJB 8. 100% of start Assets completed. Partly due to the counting rules the figure for end assets is lower at 76%. Performance monitoring is showing up a very high rate of asset completion at all stages of the interventions.

YJB 9. All pre sentence reports are submitted within the time frames requested by the Courts. However these are often longer than those of the YJB so the amount of PSRs submitted within National standards time frames is only 85%, slightly lower than national targets.

YJB 10. 67% of DTO plans were within the time scales set. However this is based on a very low number, and where meetings did not happen within National standards this was because of problems with the secure establishment and not the YOT.

YJB 11. 84.5% of all YOT clients were in, Education, Training or Employment. Figures for education remain high due to the efforts of our colleagues in the Education Department. Problems are mainly with some young people not engaging with employment or training opportunities.

YJB 12. 94% of all YOT clients concluding disposals were in satisfactory Accommodation. The YOT appointed a part time Accommodation worker in November who is now working with partner agencies to improve this figure.

YJB 13. Problems still persist with providing CAMHS services to YOT clients within YJB targets due to resource issues. The YOT is working closely with CAMHS to improve this situation and the CAMHS consultant will now be sitting on the YOT Steering Group. The YOT will also be recruiting a Psychologist and a part time mental health nurse to improve services to YOT clients.

Main Findings Regarding Re-Offending.

This is a small sample cohort based on one quarter. The re-offending rate has risen slightly based on the figures from this cohort sample but other indications based on a wider sample of YOT clients show a slight reduction in re-offending. Overall Bracknell YOTs re-offending rate is comparable to other similar YOTs but more analysis and work needs to be done on this to look at whether other factors are creating this rise in re-offending regarding this cohort. As a result of the cohort showing a rise in re-offending the team are working on ways to improve interventions so that re-offending is reduced.

Summary of the Key Objectives for 2003 – 2004.

- To continue to work with partner agencies, particularly the Police and LEA, to develop a preventative strategy to reduce social exclusion and the involvement of children and young people in offending and anti social behaviour.
- To work with the Children's Fund partnership to further develop strategies to reduce social exclusion and offending behaviour in the 8 to 13 age group.
- To further develop the YOTs cadre of volunteers, to increase their number and to increase their involvement in other areas of YOT work.
- To further develop and expand the amount and range of parenting work offered by the YOT, and continue to work with Social Services to develop family group conferences.
- To work with the Children and Young People's Partnership Group towards co-ordinated preventative policies.
- To work with the Community Safety Partnership to reduce anti-social behaviour.
- To work with the Police to develop a new way to deliver Final Warnings to increase participation in Final Warning Programmes.

- Develop a range of evidence based group work programmes to improve interventions with clients.
- Further develop information-sharing protocols with all partner agencies to maximise interagency working. Develop a client permission form for the sharing of information that does not come under S115 CDA 1998 and Working Together Guidelines.
- Further develop joint working with partner agencies in all areas of YOT work to meet the 13 performance measures.
- To work with the south East Regional Group to develop a structure for staff training and development.
- Further develop Indirect Reparation Schemes.
- Work with Victim Support to develop services for young victims of crime.

The above, and the actions set out in this plan require not only the continued commitment of the Youth Offending Team but also that of the partner agencies. In order to continue to reduce Youth crime and work with the victims of crime partner agencies need to continue to further develop and fund the YOT and allied services and maximise partnership working. The YOT steering group and CSSG need to keep the YOT as the centre point of all multi-agency strategies dealing with Youth crime and anti social Behaviour.

Assessment Steering Group Chair.

The Steering Group plays an active role in monitoring the performance management of the YOT. There are two aspects to this. The Bracknell Forest version of the CDRP, the Community Safety Strategy Group [The CSSG] regards the YOT Steering Group as one of the three pillars of the Community Safety Partnership. The other two are the overarching CSSG itself and the DAT.

It is a particular advantage of geography that there is an almost consistent membership within the three groups of the most senior officers from the agencies represented. The meetings are therefore used for strategic overview of each component and part and how it feeds into the delivery of the business plan of the Community Safety Partnership. This is done by examination of policy, budget and review of performance against national targets and consolidation with local targets. In practical terms the meetings of the Community Safety Strategic Group, the DAT and the YOT Steering group all take place on the same day in sequence with a rational flow of information and action.

In addition, the YOT meetings are supported by the Strategy, Commissioning and Resources division of the department of Social Services and Housing and by technical officers from the Police.

Between them these officers provide monitoring evidence on the budget and on the performance indicators.

The chair of the CSSG and the chair of the YOT, who is also the DAT chair have recently jointly commissioned a review of the business processes across YOT, the DAT and the CSSG to ensure consistency and ensure that the decision making is both "joined up " and evidence based.

SECTION B

Prevention

Bracknell Forest YOT has a strong commitment to preventative work and over the last year has begun to increase involvement in this area of work. Below is the list of preventative projects that Bracknell Forest YOT is currently involved in. For further details of these schemes see appendix.

Bracknell Forest YOT has developed very close links with the Police Community Safety Team regarding the referral [by the Police to the YOT] of young people who are indicating that they are at risk of becoming involved in offending, and they send a representative to the YOT team meeting. In addition we also accept referrals from other partner agencies in respect of young people deemed to be at risk of being excluded from school or becoming involved in anti social behaviour. Other specific areas where Bracknell Forest YOT is involved in preventative work are outlined as follows;

- Out reach project on the Great Hollands estate in partnership with the Youth Service.
- Delivery of anger management programmes in local schools.
- Girls self esteem group in partnership with Social Services.
- Working with a group of parents and children in a local community who are concerned about crime and anti social behaviour in their community.
- Parenting. Bracknell Forest YOT is increasing its commitment to Parenting Programmes and we now have a sessional worker to support the Parenting Co-ordinator in the delivery of these programmes.
- Bracknell Forest YOT has not had any Acceptable Behaviour Contracts [ABCs] or Antisocial Behaviour Orders [ASBOs] but is prepared for their use should the need arise.

Prevention is high on the Bracknell Forest YOT agenda and will continue to be so. However, preventative work has to be balanced against the statutory work of the YOT [Final Warnings, Reports and Court Ordered interventions etc] and thus it is not something we are able to do as much of as we would like, due to resource constraints. It is recognised that these pre-crime preventative interventions present a resource challenge, in the long term they are cost effective due to the reduction in the amount of young people going to Court and coming to the YOT via Statutory Orders but in the short term we have to use our resources to meet our statutory duty and thus cannot divert as much as we would like to this area of our work. Bracknell Forest YOT will continue to look at innovative and cost effective ways to develop further preventative work that does not impair our ability regarding the delivery of our statutory work.

The Prevention Strategy as linked to the Children's Fund

The Children's Fund aim is to provide a flexible and responsible approach to meeting the needs, and developing good practice for services for children and young people at risk of social exclusion. The Children's Fund aims to develop services so that children and young people at risk of social exclusion are identified early and services are developed that support them, their families and the communities where they live, enabling them to overcome barriers and disadvantage, and start achieving their potential. As part of its preventative strategy the YOT thus supports the Children's Fund in its aims. The YOT Manager sits on the Children's Fund Partnership and was fully involved in the planning of the Children Fund Strategy. These areas fit into the seven sub objectives of the Children's Fund particularly the following:

- To ensure that fewer young people between the age 10 and 13 commit crime, and that fewer children between 5 and 13 are victims of crime.
- To ensure that children, young people, their families and local people feel that the preventative services being developed through the partnerships are accessible – for example Community Projects involving the community in reducing crime and anti social behaviour.
- To involve families in building the community's capacity to sustain the programme and thereby create pathways out of poverty e.g. When in voluntary parenting support groups / programme.

The YOT has agreed the following projects for funding:

- Bracknell YOT will develop parent support groups for parents who have attended parenting programmes, and who feel they want to continue in a mutually supportive group. These groups would be community based, bringing together local parents with common interests, would be run by the parents themselves and would link in with the wider Parenting Strategy.
- The YOT will continue to engage in the Five Families Project which will provide support and services to a selected group of families most at risk of becoming Socially excluded and whose children are at risk of becoming involved in offending and anti social behaviour. This project, as agreed by the YOT, will be part funded by the Children Fund Partnership.
- During the year the Partnership intend to explore the viability of co-funding a project delivering services to young victims of crime; this project would be developed with the assistance of Victim Support, and would be funded from the 25% element of the Fund agreed by the YOT.
- The YOT have developed a community based, multi agency programme aimed at providing a holistic intervention with the Parents of, and children and young people involved in crime and anti-social behaviour. This programme aims to work with such groups in individual communities enabling them to look at how they manage their behaviour and to help the groups develop new skills to improve behaviour and increase community involvement. This course is initially being offered in one area identified as having a higher level of anti-social behaviour, with the intention that it will be 'rolled out' to other areas of Bracknell as needed.
- A particular local community has been identified as likely to benefit from additional education support through provision of BEST team workers. YOT members will liaise with the team as required, and it is hoped that additional services will be developed within this community through the Children's Fund.
- With reference to the links between Domestic Violence and criminal activities, the YOT will work with the Partnership to look at the possibility of developing a drop-in for women who are experiencing domestic violence, in conjunction with Berkshire Women's Aid.

All of the above is in excess of the resources directly allocated by the YOT to prevention as shown in table 26.

SECTION C

Governance and Resources

Management of the YOT

The Local Authority Chief Executive has overall responsibility for Bracknell Forest YOT. However it is managed through the multi-agency YOT Steering Group, core members of which are also members of the DAT and the CSSG. The Steering Group meets quarterly and helps set strategic direction and monitors performance against the 13 performance measures and budget etc and looks at emerging areas of development. In addition the Steering Group is given a full report by the YOT manager on various areas of YOT business, e.g. staffing updates etc. The YOT is monitored operationally through the Head of Social Services, Children's Services who provides supervision to the YOT manager.

Table B: Membership of the Steering Group

NAME	AGENCY REPRESENTED	POST HELD IN AGENCY	ETHNICITY	GENDER
Daphne	Social Services and	Director	Black	Female

Obang [Chair]	Housing		British	
Chief Supt. Adrian Becks	Thames Valley Police	Area Commander	White British	Male
Martin Gocke	LEA	Assistant Director of Education	White British	Male
Sharon Sanders	Health [PCT]	Clinical Specialist Nurse	White British	Female
Alex Walters	Social Services and Housing	Head of Children's Services	White British	Female
Insp. Ian Boswell	Thames Valley Police	Community Safety.	White British	Male
Tony Roundthwaite	Local Authority	Community Safety	White British	Male
Susie Roberts	Leisure Services	Head of Youth Service	White British	Female
Graham McCarthy	National Probation – Thames Valley	Assistant Chief Officer	White British	Male

Line Management of the Bracknell Forest Youth Offending Team.

Paul Sutton	Chief Executives Department	YOT Manager	White British	Male
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Resources

Bracknell Forest YOT covers a relatively small Unitary Authority Area. It is based on one site very near the centre of Bracknell. All workers are based at this location except the Accommodation Worker who is co-located with the SS and HD Family Placement Team. Due to the size of the team the majority of team members are expected to be generic in terms of work undertaken, but with a degree of specialism to each role, and all are expected to take part in the duty system. The exceptions to this are the Drug Worker, Accommodation Worker and the Psychologist. Three workers are dedicated Court Officers and between them cover the twice weekly Youth Courts on a rota basis. Details of the team are shown below.

Table 25: Human Resources.

Agency	Position Vacant.	Type of Worker	Ethnic Origin	Gender	Location
YOT / LA	Yes	Operational Manager			YOT
YOT / LA Funding	No	Operational Manager / Referral Order Co-ordinator.	White British	Female	YOT
Police	No	Police Officer	White British	Male	YOT
Health Service	Yes	Health Worker Half Post			YOT
YOT / LA Funding	No	Parenting co-ordinator	White British	Female	Shared with RBWM and Slough YOT
YOT / LA Funding.	Yes	Parallel Parenting			Shared with RBWM and

		Worker [32 hrs post]			Slough YOT
Probation	Yes	Probation Officer. Half Post			Shared with RBWM YOT
YOT / LA Funding	Yes	Psychologist			YOT
YOT / LA Funding	Yes	Social Worker			YOT
YOT / LA Funding	No	Social Worker	White British	Female	YOT
YOT / LA Funding	No	Youth Justice Worker	White British	Female	YOT
YOT / LA Funding	No	Accommodation Worker.	White British	Female	SS and HD Family Placement
YOT / LA Funding / LEA	No	Education Professional	White British	Female	YOT
YOT / LA Funding	No	Drug Worker [Agency]	White British	Female	YOT
YOT / LA Funding	No	Relief Worker	Black British	Female	YOT
YOT / LA Funding	No	Relief Worker	White British	Female	YOT
YOT / LA Funding	Yes	Admin Officer / Information Officer			YOT
YOT / LA Funding	No	Admin Assistant	White British	Female	YOT
YOT / LA Funding	No	Admin Assistant	White British	Female	YOT
Student	No	Social Work student On Placement	White British	Male	YOT
Student	No	Social Work student On Placement	Black African	Female	YOT

Financial Resources: All contributing agencies have again increased contributions to the YOT Budget in line with inflation. In addition to these contributions and the YJB grant the YOT has been allocated an extra £70000 over 2.25 years [£44000 in this coming financial year] for a Local Public Service Agreement to reduce re-offending and has also been awarded, in conjunction with Slough and RBWM YOTs, an extra £40000 over 16 months [£30000 in this coming financial year] to set up a Pilot Parallel Parenting Programme. The YOT has also agreed the 25% of Bracknell Forest's Children fund allocation to be spent on prevention.

Table 26 Services planned for the financial year 2003 – 2004

The following table shows the budget allocation to separate elements of YOT work. It is difficult to present this information in accurate detail due to the overlap in areas of work and other factors. Standing costs for the YOT, building, heating lighting etc, have been divided between all services provided to reflect true cost of providing these services. The 25% Children Fund allocation agreed by the YOT is not included

in this table which only reflects the services and resources funded directly from the YOT budget.

Core Activity	Service Provider if Not Solely the YOT	Total Budget or Projected Cost to the YOT (£)
Preventive services	YOT [in conjunction with partner agencies, mainly Police, Social Services and Youth Service]	£39100
PACE Services	YOT [Volunteer scheme shared with RBWM YOT and Social Services EDT].	£14500
Pre Court	YOT [in conjunction Police, Social Services and Youth Service]	£50000
Court based services [including Victim Liaison]	YOT	£90000
Remand services	YOT and Social Services and Housing Department	£26500
Community based disposals	YOT [with support from Partner Agencies when requested e.g. SS and HD After Care Team]	£325000
Through care / after care	YOT [with support from Partner agencies e.g. Social Services.]	£64000
Other orders	YOT Early Intervention, Child safety Orders etc [In conjunction with Police and Social Services]	£12000
Total		£621100

Budget 2003-04

The table below shows how the income for the YOT is derived from various funding streams.

Table 27. Bracknell Forest Youth Offending Team Budget Financial Year 2003 / 04 – sources of Funding.

Agency	Staffing Costs (£)	Payments in Kind – Revenue (£)	Other Delegate Funds (£)	Total (£)
Police	£39926.	1 Officer [£27627.]		£67553
Probation	£15560			£15560
Social Services	£188860	£88670	£54050	£331580
Education	£14590 [Half Post]			£14590
Health Service	£15560 [Half Post]		£6330	£21890
Additional Funding [Table 27a] e.g. LPSA	£144965.8		£25000	£169965.8
Total	£419461.8	£116297	£85380	£621138.8

Table 27a: Additional sources of income

Additional Source	Amount (£)
Youth Justice Board	£89180
LPSA	£44000
TSA grant parallel parenting. [Worker this pays for is shared with RBWM and Slough YOTs]	£30000
Total (for inclusion in Table 27)	£169965.8

Table 27b: Pooled Budget

Agency Contributing	Amount (£)
Social Services	£54050
Health Service	£6330
YJB Grant	£25000
Total	£85380

Table 27d: Health Service Contributions to the YOT

Source	Health Contribution: Funding	Amount (£)
Bracknell Forest PCT		£6330
East Berkshire Community Health Trust		Half Post [£15560]
Total		£21890

Thirteen Performance Measures

How will Bracknell Forest YOT Deliver Against these Measures.

YJB Measure 1:

Reduce the number of Young Offenders committing offences of Domestic Burglary, Vehicle Crime and Robbery..

Target:

Domestic burglary: 16% % by 2004, 25% % by 2005.

Vehicle crime: 30% by 2004.

Robbery: 5% Reduction by 2003. 10% by 2004. 15% by 2005

BaselineData:

Offence	2001 data	2002 Target	2002 Out turn	'03 YJB target	'04 YJB target	'05 YJB target
Burglary	12	12	12	11	10	9
Vehicle crime	66	60	28	59	54	48
Robbery	0	0	1	1 or less	1 or less	1 or less

Number of young people found guilty for this type of offence

The current detection rate for domestic burglary is 18.7% and for vehicle related crime is 13.1 % for theft of and 4.7% for theft from [these figures are for year 4/2001 – 3/2002]. Rates for Domestic burglary for Bracknell [6.2 per 1000 households] are low in comparison to similar areas in England and Wales, rates for Vehicle crime [theft of vehicles 4 per 1000 and theft from at 11.3 per 1000] are medium in comparison to similar areas. As can be seen, the Robbery figure is extremely low, and further reduction extremely unlikely due to this.

How are we going to achieve the target:

- We will work closely with the Police to develop new initiatives and strategies regarding the Police LPSA target for further reducing vehicle related crime and we will continue to provide early interventions to young people given a reprimand by the Police for any burglary or car crime offence. Also we will work with the Police regarding Drug related crime LPSA and link with them to identify young offenders with a drug problem and provide services for these people to deal with their addiction. Additionally we will further develop our information sharing arrangements with the Police Service to explore the potential for targeting and surveillance of young offenders involved with the YOT who are known to be actively involved in domestic burglary and vehicle crime.
- Develop a comprehensive group work programme particularly groups for young people involved in motoring offences. In addition we will develop links with the Fire and Ambulance Services and get input from them on Vehicle offender Groups.
- Develop and further develop Indirect Reparative activities that involve a direct link with vehicle crime and burglary e.g. work with the Fire or Ambulance Services.
- We will engage more parents with the YOT Parenting Programme, and where possible children on parallel programmes.
- We will work closely with the Berkshire Intensive Supervision and Surveillance Programme Team, regarding serious offenders at the threshold of custody.
- Ensure that all young offenders are assessed for substance misuse either by YOT workers or by CASCADE and recruit, by May 2003 a drug and alcohol worker to do individual and group work with young people whose offending is linked to drug and alcohol abuse.
- Promote the use of Restorative Justice approaches including victim-offender dialogue and mediation, especially in offences of domestic burglary. Try and increase the amount of victims attending Referral Panels.

Constraints

- Victims may be [understandably] reluctant to encounter and engage with the young person who burgled their home. This may prevent the YOT increasing victim participation in any form of Restorative Justice.
- Some children and young people not engaging with the Education Placement offered or taking up available work.
- Staff Vacancies.
- Resources – see budget section.
- Baseline is already low and numbers involved are low which makes statistical analysis more difficult.

Links to Partner Agencies

- Further develop links with the Police, particularly with specific sections e.g. Restorative Justice and schools officers.
- Further develop work, in conjunction with Police, Youth Service and Community Safety Team to target Crime Hotspots.
- Further develop links with Youth Service in order to develop diversionary schemes.
- Further develop links with Victim Support to look at how best to develop Restorative Justice and monitor our interventions.
- Develop a link with CAMHS in order to get appropriate services for Young People whose offending may be linked to specific Mental Health Needs.
- Further develop links with local Schools to identify and target Young People at risk of exclusion who may then become involved or further involved in offending.
- Increase links with Connexions in order to improve employment, training and work opportunities for young people.

Links to other Themes

- National Standards for the Youth Justice System.
- Referral Orders
- Restorative Justice / Reparation / Community Payback.

Learning and Development Actions.

Use of YJB Key Elements of Effective Practice Guidance in relation to interventions following audit of Effective Practice. Analysis of client feedback and other performance management tools to help improve interventions.

YJB Measure 2:

Reduce re-offending rates for pre court disposals (Reprimands and Final Warnings); First Tier Penalties; Community Penalties; and Custodial Penalties.

Target:

By December 2003 achieve reduction of 3% based on 2000 cohort sample compared with 2001 cohort after 12 months.

By December 2004 achieve reduction of 5% based on 2000 cohort compared with 2001 after 24 months

Baseline: Based on a cohort of 89 Children and Young People who offended between 01/10/00 – 31/12/00 and 59 children who offended between 01/10/01 and – 31/12/01.

Sentence band	2000 cohort % re-offending after 12 months	2000 cohort % re-offending after 24 months	2001 cohort % re-offending after 12 months	2002 Cohort [number 2002 Oct / Dec]
Pre-court	18.33% [11 of 60]	33.3 % [20 of 60]	24.3% [9 of 37]	37
First Tier Penalties	66.66% [10 of 15]	66.66% [10 of 15]	69.2% [9 of 13]	16
Community Penalties	50% [5 of 10]	60% [6 of 10]	57.1% [4 of 7]	6
Custody	50% [2 of 4]	50% [2 of 4]	50% [1 of 2]	0

The Local authority included a target to reduce youth re-offending within their application for a Local Public Service Agreement. This target requires a stretching of projected performance by an additional 2% above the national target for 2004 \ 05. Bracknell Forest has been successful in our application for the LPSA and the YOT have been awarded additional funding, to be spent over the next two and a quarter years, to meet a target of a 7% reduction in re-offending by 2004. This money will be targeted on increasing specialist staffing at the YOT to meet the needs of the more recidivist offenders and their families.

How are we going to achieve the target.

- Make changes to the delivery of Final Warnings. See below in target 3.
- We will improve partnership working with the Police so that those Young People who are given a Reprimand whom the Police believe are at risk of becoming involved in further offending behaviour may be referred to the YOT and if appropriate offered an assessment and intervention programme. At the end of the YOT intervention these young people will be referred to other services if appropriate and we will offer voluntary early intervention to young people referred to the YOT as being at risk of becoming involved in offending.
- With regards to young people given fines and discharges they will be contacted and be offered the chance to voluntarily engage in an assessment and if appropriate an intervention programme.
- All young people will continue to be assessed thoroughly, using Asset, to make sure the proposed intervention is suitable and adequate to prevent re-offending. In addition, we will continue to use ASSET at report writing, review and end of intervention stages, to ensure that our interventions remain correctly focused on Criminogenic, Social and Welfare needs to both assess the effectiveness of the intervention and adjust it and develop it as appropriate.
- The Referral Order has offered new opportunities to develop Restorative Justice approaches, which will hopefully have an impact on re-offending.
- We will continue to rigorously implement National Standards requirements on frequency of contact between the YOT and the Young Person and we will continue to offer intensive programmes tailored to individual need.

- When it becomes available on YOIS we will use the new Mental Health asset to assess all young people on interventions at the YOT.
- All young people, regardless of their offence will receive at least two sessions of drug and alcohol education work. Clients with more obvious drug and alcohol problems will receive more in depth interventions and will if necessary referred on to other services.
- The LPSA grant is enabling the YOT to recruit a full time psychologist to work directly with children who have been identified by the mental health asset to have problems that require more in depth intervention. The psychologist will also be able to advise staff regarding interventions they are doing, and thus make that intervention more likely to be successful. This psychologist will be linked in with CAMHS and the Educational Psychologists in order to be able to link children and young people in with those services more efficiently and in order to avoid duplication of work.
- We will make use of the community reparation / payback schemes being developed and increase the amount of reparation put into Community Orders.
- We will work with partner agencies to make sure young people are in work or Education in order to reduce re-offending.
- Through our accommodation worker we will work with the Social Services and Housing Department to make sure all young people with accommodation issues and dealt with efficiently and given access to adequate accommodation. In addition we will liaise closely with the Over 11s Team, Family and Adolescent Support Team and After Care Team to make sure that intervention programmes with clients who are being worked with by Social Services are complementary with the work being done by those teams.
- We will work with partner agencies such as the Youth Service to make sure that young people are linked in with community activities in order to help them make better use of their leisure time.
- Bracknell Forest YOT will liaise closely with the Berkshire ISSP team to make sure that all young people on ISSPs are fully supported.
- With regard to young people in custody we will continue with current level of service, and to meet National Standards. Through care will remain a priority of the team. The Education worker on the team will continue to attend the first and last planning meeting and all case workers will liaise with the accommodation worker in order to make sure that young people in custody have adequate accommodation arranged for them on their release.
- In all interventions we will continue to try and engage the parents of the offenders in Parenting Programmes offered by the YOT and we will use the new post of Parallel Parenting Worker to engage young people on programmes in Parallel to the programme their parents undertake thus making the parenting intervention more likely to be successful.
- For all interventions we will continue to use quality assurance checks which involve the use of Viewpoint software, feedback questionnaires and specific DTO feedback questionnaires.

Constraints

- Resources – see budget section.
- Staff vacancies.
- Provision of accommodation for Young Persons leaving custody.
- Difficulty of obtaining employment for some young people leaving custody.
- Some young people leaving custody not engaging with the Educational Provision Offered.
- Some young people leaving custody who are very involved in offending lifestyle, are not ready, or do not want, to change and therefore do not engage fully with what is offered by the YOT or other agencies.

Links to Partner Agencies

- Continue to develop links with both partner agencies, local authority departments and with other providers of Reparation Placements e.g. Bracknell Forest Rangers.
- Continue to develop and strengthen our links with the Police Community Safety Team.
- Through links with Social Services and Housing look at and address accommodation needs of young people.
- Through links with the Education Department and Learning and Skills Council we will continue to monitor and address the provision of Education and training for young people.
- Continue to develop links with partner agencies, particularly Police and Education re identifying people at risk of further offending and offer voluntary interventions at a pre-court stage.
- Develop link with CAMHS to monitor the need for and provision of mental health services to young people, particularly the 16 plus group.
- Work closely with Local Authority Community Safety Team to look at further strategies to help reduce re-offending.
- Work with Residents and Tenants Associations to develop further community payback schemes in local areas in order to give young people a sense of ownership and community involvement, in their local area.

Links to other themes

- National Standards for the Youth Justice System.
- Connexions
- Referral Orders
- Restorative Justice / Reparation / Community Payback.

Learning and development actions.

As per measure 1.

YJB Measure 3:

Increase the proportion of Final Warnings, which are supported by interventions

Target:

Proportion of Final Warnings supported by Interventions: 80% by 2004

Baseline:

Final Warnings	2001 Baseline	2002 target	2002 out turn	2003 target	2004 target
Total Final Warnings	47	50	55	50	50
Final Warnings with an Intervention	32	35	38	40	45
%	68%	70%	69%	80%	90%

How are we going to achieve the target?

- Make changes, in line with the new Home Office guidance, to the delivery of Final Warnings, in order to improve attendance on Programmes. Bracknell forest YOT is working with the Local Police Community Safety Team to develop a new "clinic" for the delivery of Final Warnings in order to increase attendance on Programmes.
- It is planned that YOT workers who deliver our Final Warning Programmes go to neighbouring YOTS who have a higher success rate of engaging young people and look at how they are managing this.
- Look at the types of intervention being offered and whether these are meeting each individual's needs, make even better use of Asset: Look at new types of intervention and linking interventions with partner agencies. We will work with partner agencies and get support from those agencies so that Final Warning Programmes can be even more closely tailored to the needs of the individual e.g. attendance at college interviews, attendance at a youth centre to support etc, in order to support the young person in making better use of their time.

Constraints

- Participation in the programme is voluntary, many young people choose not to engage at this stage even when they are informed that non participation will be mentioned in any subsequent court report should they ever appear in Court for sentencing.
- Competing pressures from implementation of Referral Orders.
- Resources – see budget section.
- Staff vacancies.

Links to Partner Agencies

- Thames Valley Police.
- Victim Support.
- Connexions
- Youth Service

Links to other themes

- National Standards for the Youth Justice System.
- Connexions
- Victim involvement at Final Warning stage.

Learning and Development Actions.

Training in Effective Practice in relation to Final Warnings following Audit in this area and resulting improvement plan.

YJB Measure 4:

Reduce the use of the secure estate [custody] for both remands and custodial sentences.

Target:

Remands: Reduce the proportion of remands to the secure estate [as a percentage of all remand episodes, excluding conditional / unconditional bail] to 30% by 2004.

Custodial sentences: Reduce to 6% The proportion of custodial sentences imposed [Detention and Training Orders and Sections 90 – 92] to Community Penalties, by 2004.

Baseline [2002 Performance]

	2002 Performance	Local Target 2003	YJB Target 2004
Remands to secure estate	1.2	Remain below 5%	20%
Custodial sentences	5.2	5%	6%

How are we going to achieve the target?

- The YOT accommodation worker will continue to work with colleagues in Social Services and Housing Directorate, Children's Services to develop accommodation resources for young people who are at risk of or are on remand and in need of accommodation and we will further reduce the use of B + B accommodation for those Young People on remand.
- We will continue to offer a Bail support package to all young people at risk of remand whom we feel could be supported in the community. The implementation of bail ISSP will greatly aid this process for those young people who would have previously almost automatically been remanded into custody.
- We will, by July 2003, have developed a remand Management Strategy that is agreed by the YOT Steering Group.
- The custody rate in Bracknell Forest, at 5.2 % is currently slightly below the YJB target of 6 % of all sentencing episodes [by 2004]. More importantly congruency rates between the sentence proposed in the Pre sentence Report and the actual sentence awarded are good and continue to improve. It is therefore hoped that with our continuous improvement and the advent of ISSP's we will be able to exceed this target by 2004 by at least 2 percentage points.
- A Court protocol has now been agreed between all three East Berkshire YOTs and the East Berkshire Youth Court. This protocol means that the Magistrates now have a far better idea of the need to, where possible, avoid custodial sentences and it also allows for further dialogue between the YOT and the Court for the best way to proceed in cases. We will continue to maintain and develop our links with the local magistrates and develop their knowledge of and belief in the use of Community based sentences and their faith in the ability of the YOT to deliver these. We will attempt to develop written quarterly feedback to magistrates regarding sentencing trends in the Youth Court, this will include information regarding congruency of PSR proposals and actual sentences.
- We will maintain our existing commitment to a full range of community sentences [Reparation Order, Attendance Centre, Action Plan Supervision Order].
- We are also now able to offer the Intensive Supervision and Surveillance Programme, which is aimed at serious and persistent offenders whose offending places them at risk of a custodial sentence. These programmes will mean that in most cases get a last chance at a community sentence before they face custody.
- We will continue to ensure that Pre Sentence reports are written to a high standard and wherever feasible present community based options and we will continue to maintain high congruency rates between proposals and sentences.
- In Order to maintain our high standard of PSR writing we will continue with our quality assurance programme regarding PSR's which entails gate-keeping and

quality assurance feedback forms for both the magistrates and the clients and full team discussion regarding proposals.

Constraints

- Some young people, because of the nature and / or frequency of offending, their previous non-compliance with community orders or the danger they pose to the community will always need to be placed in custody. In order to retain credibility with the Courts and the community and to help maintain community safety it is not possible for the YOT to suggest a Community Penalty for all young people appearing before the Courts as this would have a detrimental effect on the community.
- Resources – see budget section.
- Staff vacancies.

Links to partner agencies

- Courts through Court user group.
- Secure estate through links with Huntercombe, local YOI.
- Links with Social Services particularly re LAC and After Care.

Links to Other Themes.

- After Care Legislation.

Learning and development Actions.

Team training regarding with ISSPs. Further training on Report writing. Training regarding planning interventions which tackle risk factors identified by Asset.

YJB Measure 5:

Use of Restorative Justice Processes. [See definition in Glossary]

Target

Ensure restorative justice processes are used: In 80% of disposals by 2004.

And: In 85% of disposals by 2005.

Baseline

RJ Processes	2001 Baseline	Target 2002	2002 Out turn	Target 2003	Target 2004
	70%	75%	80%	85%	90%

NB; Some young people may do a combination of direct, indirect and RJ conferencing during the course of an Order.

How we are going to achieve this target?

- We will maintain our commitment to facilitating Direct Reparation. We will continue to provide and develop a range of reparation projects in the community – these fit the concept of community payback, in that they are intended to benefit the community against which the young person has offended. Five such schemes are now on line and more on planned.
- We will continue to recruit more volunteers and sessional staff in order to facilitate the increased use of Reparative Activities,[sessional staff will be used when we feel that a particular client needs to be monitored by a trained worker rather than a volunteer.].
- We will increase, to 70%, the proportion of the team who are trained in restorative interventions, by April 2004. Ongoing training re Victim Perspective will continue to be a priority for the team. The YOT Manager will continue to sit on the Victim Support Management committee and will continue to work with victim support to encourage and enable victims to take part in Referral Panels, Conferencing and Direct Reparation.
- We will continue to facilitate and increase the use of Victim - Offender Mediation / Restorative Conferencing: This process is only considered when the young person is assessed as both suitably motivated and willing and able to cope with the process, and the victim(s) can be identified and are willing to engage [appropriately] in the process. Every effort will continue to be made to encourage and support victims and young people to engage in this process. We will continue to develop and facilitate victim attendance at Referral Order Panel Meetings.
- Develop links via press office with local media and gain publicity for the YOT and its work via these links.

Constraints

- The implementation of the Referral Order has in itself increased the need for engaging victims and offenders in the RJ processes, and has thus increased the YOT workload and thus challenges the YOT's capacity to meet the YJB target, further victim involvement / reparation will require far more work
- Resources – see budget section.
- Staff Vacancies.
- Victims reticence to engage in the restorative Justice Process.

Links to partners

- Continue to develop links with both partner agencies, local authority departments and with other providers of Reparation Placements e.g. Bracknell Forest Rangers.

- Further develop our protocol with Victim Support and look at how an even closer working relationship can be developed.
- Further develop information sharing protocol with the Police regarding the contacting of victims.

Links to Other Themes.

- Thames Valley Police intent to expand the use of Restorative Principles across their work.
- Will contribute to measure 2, reducing re-offending, and measure 6 Victim satisfaction.

Learning and Development Actions.

- Further Victim awareness training for team. Further Restorative Intervention training for team members. Use Effective Practice Guidance and Audit along with victim feedback to inform training.
- Training for volunteers and sessional workers in RJ principles and Health and safety issues.

YJB Measure 6;

The number of victims who have been either consulted or who have participated in restorative processes, are either satisfied or very satisfied with the outcome.

Target:

70% of victims to be satisfied or very satisfied by 2004.

Data

	2001 Baseline	2002 Target	2002 Out turn	2003 Target	2004 Target
% Satisfaction	No data	70%	100%	100%	100%

Victim satisfaction has only started to be collected over the last year, recent results are encouraging and we have a better knowledge of victim satisfaction. In the recently submitted table 24a we were able to state that of the 75 victims we managed to contact last year, 19 took part in some form of Restorative Justice intervention and of these all 19 expressed satisfaction at the work of the YOT. By June 2004 we hope to have implemented new ways of engaging victims which will hopefully increase the amount of victims participating in RJ activities and we hope to maintain 100% satisfaction for those victims worked with by the YOT.

How are we going to achieve the target?

- The victim satisfaction survey that we developed and have started to use to be developed further in order to be able to monitor trends in none co-operation e.g. if it is all on one estate. During 2003 / 04 we will continue to try and establish very accurate baseline data relating to victim satisfaction and degrees of satisfaction.
- We will consider the feasibility of having a Referral Order Steering Group, which includes a representative from Victim Support on it. We will continue to work closely with victim support in order to work out ways to better engage victims
- Ongoing training at regular intervals to be delivered to the YOT regarding victim issues and we will extend, to 11, the number of workers in the team trained to undertake Restorative Conferencing.
- We will implement proposals emerging from the Crime Concern Victim Audit.

Constraints

- Initial contact with victims is done by the team Police Officer. However at present contact with victims can be very difficult if there are lots of reports and referral orders in the system, if there are multiple victims in an offence and if the Police Officer in the team is off for any reason. The Police Community Safety Team RJ co-ordinator works closely with the YOT and will contact victims on our behalf when we request but there is a problem if she is off at the same time as the YOT Police Officer. Police and YOT will need to work together to develop a system to overcome this.
- In the case of Court reports the Police Officer contacts the victim and gets a full victim impact statement. In the case of the Referral Order the Police Officer contacts the victim[s] and seeks permission for further contact to be made by a YOT team member who will then fully explain the Referral Order Process to the Victim, this can be very time consuming. Sensitive contact with victims has proved to be resource intensive, requiring considerable time and a high level of home visits.

Links to Partner agencies.

- Victim Support
- Thames Valley Police.

Links to Other Themes.

A victim with a good experience of engaging with the YOT may influence others to engage which may help reduce re-offending.

Learning and Development Actions.

Same as measure 5.

YJB Measure 7:**Parental satisfaction [parenting orders and voluntary parenting programmes].**

Target: A completion rate of 70 for parents engaging in Parenting Programmes [voluntary and court ordered] and At least 70% of those completing parenting programme stating they are either satisfied or very satisfied.

Baseline Data

	2001 Baseline	2002 Target	2002 Out turn	2003 Target	2004 Target
% Completing Programmes	91%	90%	92.6%	90%	90%
% Satisfied or very satisfied	No Data	70%	100%	100%	100%

How are we going to achieve the target?

- We will maintain our commitment to the post of Parenting Co-ordinator. The Parenting co-ordinator will continue to be a member of the Steering Group set up to implement Family Group Conferencing in Bracknell Forest. The Parenting co-ordinator will liaise with other agencies delivering Parenting interventions in order to try and co-ordinate and stream line the work being done.
- The new relief parenting worker will aid the Parenting Co-ordinator in delivering group and individual parenting programmes.
- The new post of Parallel Parenting Worker will make Parenting Programmes more effective through engaging the child in a parallel programme to the one undertaken by the Parents.
- We will continue to develop our capacity to deliver parenting programmes by the YOT in conjunction with partner agencies.
- We will establish improved quality assurance questionnaires in relation to Parental Support intervention.
- We will monitor recidivism rates for young people whose parents have attended a parenting programme and adapt our services in the light of any findings.

Constraints

- Parents need to be willing to engage with the services provided where participation is voluntary.

Links to partners

- SS and HD Children's Services regarding follow on to S17 and family-support work if necessary.
- Develop links with CAMHS re support for the most vulnerable families.
- Education Department. Supporting EWO colleagues where Parenting Orders may arise in the course of prosecutions for non-attendance.
- Work closely with Police Domestic violence unit in cases where domestic violence is occurring in cases where YOT are involved with a Parenting Intervention.

Links to other Themes.

- Parallel Parenting Pilot Programme.
- Bracknell Family Group Conferencing Programme.
- Children Fund Five Families Project.

Learning and Development Actions.

Training for some team members in Family Group Conferencing. Further training for Parenting Co-ordinator and worker regarding evidence based interventions.

YJB Measure 8:

Ensure ASSET is completed for all [100%] of young people subject to both Custodial Sentences Community Disposals

**Target: Community Disposals 100% at Assessment and Closure Stages.
Custodial Sentences 100% at Assessment, Transfer to
Community and Closure Stages.**

Baseline Data.

Measure Community	2001 Baseline	2002 Target	2002 Out turn	2003 Target	2004 Target	2005 Target
% Assessments completed	100%	100%	100%	100%	100%	100%
% closures completed	70%	100%	76.6%	100%	100%	100%
Measure custody	/	/	/	/	/	/
% assessments Completed	100%	100%	100%	100%	100%	100%
% Transfer Completed	100%	100%	100%	100%	100%	100%
% Closure Completed	100%	100%	100%	100%	100%	100%

How are we going to achieve the target?

- Presently this target is being met in all areas for start assets, however we are only getting a 76.6% overall completion rate for end assets [except with DTOs where the figure is 100%]. This is because we have only just started to do end assets on Final warnings. All young people who attend the YOT in relation to a Final Warning are given a full initial asset assessment but due to participation on this programme being voluntary not all people given a Final warning go on to attend the YOT and those who do not always complete the programme offered after assessment. In addition we previously felt that to do another asset after 4 sessions was not a good use of time, however we have now changed our position on this.
- Train all new staff in the use of ASSET and use of YOIS.
- Modify YOIS to incorporate the new shortened Final Warning Asset when it becomes available.
- Additional relief staff due to be appointed soon will increase team's capacity to speed up on ASSET completion times.
- Look at developing a format for collating information regarding Asset scores [increases and reductions during an intervention] and then feeding this back to partner agencies via the Steering Group and to the local Youth Court Bench.

Constraints.

- The shortform ASSET [a more streamlined version of ASSET] will not be available in electronic form until later in the year.
- Final Warnings interventions are very short, a Closing ASSET, [done at the completion of the intervention] will be done but the scores may well increase [as we will have had long enough to get to know more about the child but not enough time to do the depth of intervention needed to significantly reduce scores] this will mean assets being done may give a negative snap shot of an intervention which may well have had some positive impact.
- The new Mental Health Asset with its two stages will need to be completed and this will create added pressure on resources.

Links to Partner Agencies

- Information regarding those young people who score highly on the asset and have to have a risk asset completed about the risk they pose will be made available to the Risk Management Panel and may be notified to partner agencies. In all cases with a risk to staff is indicated all partner agencies will be notified. In addition the Local Authority personnel department will be noted so that addresses may be put on the Incheck system.
- Where information has been gathered by the YOT for the completion of an asset that information will be, with the consent of the Parents, shared with Social Services if they have become involved with the client and are doing a core assessment for welfare purposes.

Links to other Themes

- National Standards for Youth Justice:
- Will inform Report writing and Sentencing Planning.

Learning and Development Actions

Cascade training in Mental Health Asset from those who attended training. Team refresher training on the use of Asset planned.

**YJB Measure 9:
Pre Sentence Reports**

Target:

Ensure 90% of Pre-Sentence Reports are submitted within the time scales prescribed by National Standards. [10 days for PYOs; 15 days for all other].

Baseline Data.

% PSRs completed	2001 Baseline	2002 Target	2002 Out turn	2003 Target	2004 Target	2005 Target
General	95%	90%	87%	100%	100%	100%
PYO	90%	90%	84%	100%	100%	100%
Total	93%	90%	84.6	100%	100%	100%

How we are going to achieve the target?

- Currently all reports are being completed in the time scales required by the Courts. However occasionally the Courts allow more time for the completion of a report either due to psychiatric reports being ordered or availability of Court time etc. This means that reports, though on time [as requested by the Court], are not done within 10 and 15 days required by National Standards. A full staff complement will ease pressure on the team and mean that Reports can be completed within YJB time scales even if they are not due in Court until later.
- YOT Court Officers to remind Clerks to give the correct amount of time for reports i.e. 10 and 15 working days [Not 14 and 21 days as this causes a problem if they are counting weekends and Bank Holidays e.g. a PYO Report over Easter weekend would be 8 and not 10 days for completion].
- Work with the Courts so that they make more use of Specific Sentence Reports. Try and achieve a target of SSR's being 15% of all reports ordered. YOT Court officers to do Stand Down Reports [as per Court Protocol] if possible and where no victim contact is needed to facilitate the speeding up of justice and reduce the amount of reports requested.

Constraints

- The Court listings have been an issue during the last 12 months, preventing the timely submission of some PSRs even if they have been prepared within the prescribed time limits.
- Magistrates not making use of SSRs.
- Magistrates asking for full, all option PSRs when not necessary.
- Ability to contact victims within time scales.

Links to Partner Agencies

- Crown Prosecution Service: Provision of advance disclosure packages at Court continues to be of great benefit in the preparation of reports.
- Court user group, work with the magistrates to look at how they can speed up processes.
- Links with Police re the provision of victim information.
- Completion of the shared, Court protocol between Slough, RBWM and Bracknell Forest YOTs. Ongoing meetings with these YOTs to make sure that YOT Court services are being managed as efficiently as possible.

Links to other themes

- Arrest to sentence targets, Court Tracker meetings.
- National Standards for Youth Justice

Learning and Development Actions.

Further Training in report writing for team. Further consultation re reports to improve standard.

YJB Measure 10:

Ensure that all initial training plans for young people subject to Detention and Training Orders are drawn up within the time scales, prescribed by National Standards.

Target:

100 % of initial training plans are drawn up within 10 working days of sentence.
 [This is the responsibility of the YOT supervising Officer, in co-operation with the Secure Estate]. The plan must address the objectives to be achieved during the custodial phase and objectives to be achieved post transfer. YJB T forms to be used.

Baseline Data.

	2001 Baseline	2002 Target	2002 Out turn	2003 Target	2004 Target	2005 Target
%	100%	100%	67%	100%	100%	100%

How we are going to continue achieve this target?

- There has been a reduction in the number of secure establishments being utilised for young people from the Bracknell area. Currently all young males in custody, except one [who is in a LASU], are in Huntercombe YOI. We have not had a female in custody for approximately one year. The use of Huntercombe as the principal YOI for young males will continue to enable us to forge effective links with staff in this establishment.
- Members of staff have attended training regarding chairing DTO planning meetings and have cascaded the training to the rest of the team.
- Better planning has made the team members more aware of which young people may be sentenced to custody when they appear in Court. Case workers then try and keep more diary appointments free for the ten days post the young person appearing in Court in order to be available for planning meetings. A full staff compliment will increase the team's capacity to meet this target.

Constraints

- Abrupt transfer of prisoners between establishments and the failure of YOTs to communicate effectively could occasionally be a problem which could delay the drafting of initial training plans but so far this has not been an issue.
- Whether the custodial establishment can fit in a visit within ten working days.
- Pressure on custodial placements could occasionally mean Young People being sent to establishments further afield. This may mean case workers having to do an overnight stay in an area if they are to visit a Young Person and this will require extra planning on their part and mean they may not meet targets.
- The occasional inability of Prison Service establishments to facilitate back to back meetings so the same YOT worker can complete two or more planning meetings during the same visit. This has on one occasion meant two visits to the same establishment.

Links to Partner Agencies

- Prison Service establishments, particularly Huntercombe.
- Other secure placement providers e.g. STC's
- YJB meeting target that by 2004 90% of young people will be placed within 50 miles of their home area.

Links to other Themes

- Targets for education/training/employment and accommodation on transfer to community.
- Youth Justice National Standards
- Berkshire / local Connexions partnership.

Learning and Development Actions.

Cascade Training re DTO Planning meetings. Review procedures for DTO Planning within the YOT

**YJB Measure 11:
Education Training and Employment**

Target:

To ensure that Young Offenders Supervised by the YOT are either in full time education, training or employment. 80% by Dec 2003. 90% by Dec 2004.

Baseline Data.

Education, Training, Employment	2001 Baseline	2002 Target	2002 Out turn	2003 Target	2004 Target	2005 Target
%	87%	90%	84.5%	85%	90%	90%

100 % of young people continue attend school while in contact with the YOT. Of those young people, above school age, who are involved with the YOT, 83% were involved in constructive daytime activity [25 hours per week of employment, training, further education or voluntary activity]. Despite the best efforts of the team's Educational Professional and caseworkers, this is a target that is proving hard to meet, due partly to some young people not wishing to engage with the full time education provision on offer but mostly due to some young people not availing themselves of employment opportunities available.

How we are going to achieve the target.

- The team's Education Professional will continue to liaise with schools and PRUs to maximise opportunities to re-engage excluded and disaffected pupils. More needs to be done to strengthen the links between the YOT and schools. The YOT Educational Professional attends link meetings at schools and sits on the management committee of the PRU. Continued close liaison with LEA and the YOT now being linked in to the Electronic Monitoring System means we can now meet the Educational needs of YOT clients far more efficiently. The YOT will link in with LEA Behaviour Support Team will work with pupils at risk of exclusion to help them learn to manage their behaviour and thus reduce the risk of exclusions.
- The LEA has met the requirement to provide all young people, excluded from school for 15 days or more, with full time educational provision since September 2002. The LEA has expanded the pupil referral unit from 15 FTE to 30 FTE places and has increased staffing to ensure the target is met. The only pupils who will receive shorter periods of home / individual tuition will be children with medical problems or school refusers. In the case of these young people they will have a place at a school to which they can return.
- In the event of a YOT clients not availing themselves of the Education provision on offer then Education Welfare Service will become involved. YOT will look at how we can work with and support the LEA regarding these clients in order to get the young person back into education. We will look at closer links with the other agencies including the Youth Service, Police Service and Fire Service regarding trying to meet the needs of disaffected young people who are not attending school.
- YOT will continue to offer evening appointments to clients who are in education or full time employment in order not to impose barriers to attendance at work or school.
- We will further develop our protocol with the Learning and Skills Council, in order to further develop our links, in order as to maximise training opportunities for YOT clients who are post 16. The Educational Professional will continue to develop links with the Connexions Service and the local college. The YOT Educational worker will continue to sit on the Local Connexions Management Committee and we will continue to engage with and help shape, what is still, an embryonic Connexions Service so as to develop a service that can help meet the needs of disaffected and disadvantaged young people who are currently without education,

training or employment. We will notify the YOT Steering Group when a client is not receiving full time education as per National Standards.

- The psychologist, when in post, will link in with Educational Psychologists to provided a more co-ordinated service.

Constraints

- The capacity of the LA to continue to deliver full time education or equivalent in the Borough if there is a problem or series of problems that produce an excessive strain on the service e.g. staff recruitment problems or significant increase in demand.
- Shortage of "bridging" resources – programmes to pick up excluded / non -attending young offenders of school age pending placement in alternative provision, creating long period between engaging in education, making successful return to education less likely.
- Young people not engaging in the education provision on offer.
- Young unemployed people who do not wish to engage in available work / training / further education.
- Young people whom, due to Drug or Alcohol problems cannot engage in work, training or further education.

Links to partner agencies

- LEA.
- LEA Behaviour Support Team
- Individual Schools.
- Learning Support Units in Schools and Pupil Referral Service.
- Learning and Skills Council.
- Connexions
- Local Colleges.
- Youth Service.

Links to other Themes

- Shared Connexions- / YOT target to achieve 90% participation in education, training or employment by 2005.
- Initiatives to improve school attendance e.g. Local PSA.
- Behaviour Support Plan.

Learning and Development Actions.

Do Effective Practice Audit and Develop Improvement Plan.

**YJB Measure 12:
Accommodation**

Target:

Ensure that the YOT has a named Accommodation Officer and All young people either subject to community interventions or on release from the secure estate have satisfactory accommodation to live in / go to on release.

Baseline Data.

Accommodation Officer.	Name: Nicola Crombie
Young People supervised by the YOT	116
Of the above, those that have satisfactory accommodation to go to at either the conclusion of the community intervention or release from the secure estate.	111
%	96%

NB: 7 Young People on DTOs Transferred to the Community only 5 had satisfactory accommodation, 71%. Far lower than other groups.

How are we going to achieve the target?

- The Young Peoples' Supported Accommodation Group has been re-launched and through this the YOT will work with partner agencies to address the accommodation needs of YOT clients.
- The YOT accommodation worker is working on developing strategies for meeting the needs of young people who have high support needs and will undertake work regarding the feasibility of developing a Remand Foster Care scheme
- The opening of the high support, 20 bed Pond Moor rd scheme in the summer will provide another possible accommodation option for YOT clients.
- Continue to have close liaison and good information sharing with Social Services so as to identify and pre-empt problematic situations developing which may result in family / placement breakdown. Identify, and in conjunction with the Social Services Family Support Team, work with families where breakdown is a real possibility. Continue to liaise with the Social Services After Care Team to meet the needs of Care Leavers.

Constraints

- It is acknowledged that independent accommodation, even B + B for clients who are 16 + in the Bracknell area is very costly and is in very short supply, particularly for those who need accommodation with housing support. There is, at present, no hostel accommodation in the Bracknell area for the 16 to 18 age group, however a new 20 bed scheme will be opening in the summer.
- There is a shortage of Foster and Supported Lodging carers in the Bracknell area for young people with High Levels of need. Some young people by the nature of their problems e.g. violence, drug problems, history of placement failure etc, are very difficult to place.

Links to partner agency.

- Young Persons Accommodation Group.
- Social Services and Housing Department.

Links to Other Themes.

Develop of Family Group Conferencing in Bracknell.
Children Five families Project.

Learning and Development Actions.

Further training for all team members re Homelessness Law and Policy. Look at other YOTs who are achieving better results to see how they are achieving those results.

**YJB Measure 13:
Mental Health**

Target

- Acute mental health difficulties to be referred by YOT to the Child and Adolescent Mental Health Service (CAMHS) for a formal assessment commenced within 24 hours of the receipt of the referral with a view to their receiving either a Tier Three or Four service;
- Non acute mental health concerns to be referred by YOT to CAMHS for a formal assessment commenced within 10 working days of the receipt of the referral with a view to their receiving a Tier One or Two service

Baseline Data.

% Assessments commenced within timescale.	2001 Baseline	2002 Target	2002 Out turn	2003 Target	2004 Target	2005 Target
Acute	See Below	80%	No Referrals	80%	90%	95%
Non Acute	No referrals	80%	0%	80%	90%	95%

NB: Acute mental health services are accessed by NHS Accident & Emergency or Social Services EDT within the 24 hour target defined by the YJB. Access to non-acute mental health services is a continuing issue for YOT clients. CAMHS will not, at present [due to resource constraints] see young people who are 16 plus who are not still in full time education, a large proportion of YOT clients, the very people who are identified in research as being in need of CAMHS intervention. Current access to non-acute mental health services [described as medium risk and low risk] does not meet YJB target.

How we are going to achieve the target?

- The CAMHS consultant is to join the YOT steering group, which will create an excellent link between the YOT and the CAMHS service. Regular liaison between YOT, CAMHS and SSHD to develop a protocol regarding who will receive a service, what form will that service take and how will it be provided by CAMHS. Agree in protocol to look at risk some clients pose and how best to manage this risk. Agree this part of protocol with Risk Management Panel. CAMHS Social Worker in the over 11's team to liaise with YOT re needs of joint YOT / SS and HD clients.
- East Berkshire Community Health Trust has allocated a worker to looking at the services offered to the 16 to 18 age group and what further services are needed to meet this groups needs.
- The YOT have been taking part in Youth Justice Board commissioned research [under taken by the University Manchester], which has looked at CAMHS provision for young offenders in England and Wales.
- A Health worker, hopefully with a mental health background to be recruited on to the team on a full time basis, shared with SS and HD LAC and they will further develop and improve links with local health service provision.
- Use of Mental Health asset to look at amount of need amongst YOT client group and use this information to show up any service deficits to the steering group.
- A Full Time Psychologist, part funded by our LPSA bid for reduction in re-offending, is to be recruited to the team to help with this process.
- YOT Manager to join area ACPC Project Group.

Constraints

- CAMHS has gone through a period of change and has only 8 months ago, appointed a consultant after a period of about 7 months without one.

- No protocol as yet with CAMHS.
- CAMHS is under resourced and has a lot of competing pressures.

Links to local partners

- Health trusts.
- SS and HD Children's Services.
- Child and Mental Health Service

Links to local Themes

- Health Improvement Plans
- CAHMS Strategy
- Children's Services Plan

Learning and Development Actions.

Team Mental Health Training. Cascade Training re Mental Health. Review Protocols with CAMHS

Plans for 2003/04

Training and Human Resources Plan.

YJB Human Resources Policy.

Bracknell Forest YOT is working with other Thames Valley and South East YOTs regarding developing a consortium to deliver the new qualifications in Youth Justice that are currently being developed. A link has been made with Buckinghamshire Chilterns University College re possible delivery of this award. Proposals are being discussed to employ a training manager across the South East Regional Group to develop training plans. Locally we will link in with SS and HD Training Team regarding the development of Plans.

Effective Practice

- YJB pamphlets regarding effective practice have now arrived and have been issued to staff. Presentations will be made to the team as part of a rolling programme on the adaptation of team practice in light of the recommendations in effective practice guidelines. Effective Practice Audit will be completed and training needs identified from this. The team will have a focus day where our practice is thoroughly discussed in relation to effective practice guidelines and from this day will come an action plan for improvements to be made in practice / service delivery. Staff will attend training to increase knowledge and skill base in regards to delivering effective practice.
- Staff will continue to have access to a full range of training opportunities to enable them to develop the skill and knowledge base to work on more in depth and specialist intervention programmes with clients.
- Links with ACPC and CYPLSPG.
- Four staff will need to attend the Modules on effective Practice Learning and development Programme.
- Three staff are interested in undertaking learning leading to an accredited qualification.

YJB Management Programme.

One Manager has attended and one needs to attend.

Volunteer Training.

8 Volunteers have expressed interest in completing an accredited training programme.

Developing the Individual.

Skill profiles, linked to Job Descriptions and Person specifications will be drawn up for each member of the team and these will also contain a complete list of all training undertaken.

Individual skill profiles will be linked into the Supervision and Appraisal system for each individual team member and individual training and development plans will be developed for each team member.

Social Work Training.

One member of staff to do Practice Teacher Award.

Two members of Staff to undertake the PQ1 award.

One member of staff to undertake Joint Interview Training [availability of places permitting].

In addition all staff to undertake:

- Basic level Child Protection Training.
- Basic level drug and alcohol training.
- 30% of staff team to undertake basic level Connexions training.
- A further two members of the team to undertake anger management group work programme training. Look at further training for team members in order to develop their skill and knowledge base to be able to work constructively with all types of offenders using programmes that are evidence based.
- Allow team members to go on fact finding visits to other YOTs to look at strategies and interventions they are using and bring new ideas and innovation to Bracknell Forest YOT.

Cultural Diversity

- Further training for all YOT staff on diversity.
- Audit and action plan to make the YOT fully compliant with the Race Relations Amendment Act.
- Continue to maintain Anti Discriminatory Practice at a high standard. Continue to have ADAP and AOP as a standing issue to be addressed in all Staff meetings and Supervision sessions.
- Invitations will be issued to representatives of community groups to attend the YOT team meeting in order to discuss issues of ADP and AOP

National Standards

Bracknell Forest YOT will remain committed to National Standards.

- A section of all staff team training days will be used to concentrate on how best to deliver on National Standards.
- Specialist staff will attend specialist course e.g. regarding Best Practice in Report Writing.
- Staff will continue to learn from other YOTS etc regarding best practice in relation to National Standards.

Recruitment

Over the next year the plan is to recruit the following to bring the team up to its full staffing complement.

- Recruit Full Time Psychologist [37 hrs].
- Recruit further Relief Workers [pool of sessional workers to be recruited – to be deployed as needed].
- Recruit a new Social Worker.
- Recruit Parallel parenting worker [32 hours shared between 3 YOTs].
- Recruit admin / information officer.
- Recruit a new P/T Probation Officer.
- Recruit a new P/T Health Worker.
- Recruit more volunteers for PACE AA, Referral Order Panels and Supervision of Reparation [see below]

Students, both from Social Work and Youth Work University courses to continue to be encouraged to come on placement at Bracknell YOT. Since February 2002 four students have been on placement and it is hoped to have had at least two more by April 2004. This hopefully will mean that there will be a trained group of individuals in the community who can be recruited as relief workers and used in times of staff shortage. Bracknell Forest YOT remains committed to linking in with colleges and Universities to provide placements for students on professional development course.

Further Developed and New services.

- Recruit and train, in conjunction with RBWM YOT, Social Services EDT and Thames Valley Police a further, 3rd, cadre of PACE AA Volunteers.
- Continue to establish the Referral Order Scheme and, in conjunction with RBWM YOT, Recruit and train a 3rd cadre of Referral Panel volunteers.
- Recruit and Train [recruitment campaign has started] a cadre of volunteers to supervise reparative activity.
- Further develop Indirect Reparation / Community payback schemes from current five schemes to eight.
- Further develop links with Victim Support, particularly around Reparation and involvement of Victims in Referral Panels.
- Further increase links with Social Services and Housing Department, particularly the Family Support Team.
- Continue to work with Social Services and other agencies with regard to developing family group conferences in Bracknell.
- Further develop links with local Police, particularly Community Safety Team regarding Preventative and Pre Court work, particularly through the development and use of Artemis system.
- Further develop links with Local Authority Community Safety Team particularly around community involvement in the YOT.
- Further Develop Links with local communities through closer links with community and residents associations.

Management Information System

- All new staff to continue to be trained to a high standard in the use of YOIS
- All new staff to be trained to a high standard in the use of Viewpoint Software.
- All existing staff to undergo refreshing training on YOIS.
- All relevant staff to be trained on the Aggresso financial management system.
- All relevant staff to be trained in the use of the new Social Services Information Management system.
- All relevant staff to be trained in the New Integrated Children's systems.
- All staff to undergo refresher training in good practice in regards to recording systems and all staff to undergo training in the Bracknell Forest Recording Policy.
- All staff to undergo Data Protection Training.

Building

Keep Binfield road up to a high standard of maintenance.

If ACT move out of the building look at how this impacts on the budget and what can be done to alleviate this. Also look how best to use the extra space.

If budget permits build the long promised smoking shelter on outside of building.

Clear out and clean up the Portacabin for use as emergency office in line with emergency Business Plan.

Appendix



Details of How Section B, Prevention, Will Be Achieved.

As stated, Bracknell Forest YOT has a strong commitment to preventative work, it is very high on our agenda and will continue to be so. Over the last year we have begun to increase our involvement in this area of work. We have increased our links with the Police and we are taking most of our preventative referrals via the Police. It is the belief of Bracknell Forest YOT that in the majority of cases the best agency to make an early identification and referral of young people who are becoming or are at risk of becoming involved in offending or anti-social behaviour, is the Police. The reasons for this are that the Police, through their everyday work [see diagram, P45, appendix], come into contact with young people and their families who are raising concerns, displaying behaviour or showing indicators that they are possibly a high risk of becoming involved in offending. Many of these indicators of a higher propensity towards delinquency are also indicators of other problems e.g. Emotional and Behavioural difficulties or mental health problems and thus often highlight a child in need and thus need for early intervention [and possible referral on to other agencies] for welfare as well as criminological reasons. Evidence from recent research shows that if these children have an early intervention they will be less likely to become involved in delinquency and will thus be less likely to be labeled as offenders and become stigmatised and socially excluded.

We have been co-operating with the Police Community Safety Team regarding engaging such young people. The Police Community Safety Team sends a representative to the YOT team meeting and when they have had a concern regarding a particular young person, and when they have spoken with that child's parents and gained their permission, they make a referral to the YOT. An assessment is then made and a short intervention offered. At the end of this intervention a decision is taken whether further support is needed, and in co-operation with the parents, either more work will be done by the YOT or referrals will be made to other agencies when appropriate.

To further our ability to do this, the Police have developed computer software to aid the collation of information about children who are raising concerns. This is still not fully operational yet so a paper system is currently used. This system involves the various branches of the Police that may come into contact with a child feeding information regarding any concerns they have into a data base and when several concerns are raised to look at a referral to the YOT. This it is hoped will mean fewer children "slipping through the net" and missing out on potential support from the YOT. More importantly, as stated, the service offered by the YOT would act as a triage with those young people most in need receiving either extra intervention from the YOT or referral onto another service, e.g. CAMHS.

However, there are some problems with this preventative work as it has to be the balanced against the statutory work of Bracknell Forest YOT [Final Warnings, Reports and Court Ordered interventions etc] and thus it is not something we are able to do as much of as we would like, due to resource constraints. Although it is recognised that by doing this pre-crime preventative intervention we will in the long term save money by reducing the amount of young people going to Court and coming to the YOT via statutory Order, in the short term we have to use our resources to meet our statutory duty and thus cannot divert as much as we would like to this area of our work. As shown below, Bracknell Forest YOT will continue to look at innovative and cost effective ways to develop further preventative work that does not impair our ability regarding the delivery of our statutory work.

In addition to the Police we also accept referrals from other partner agencies for interventions with young people deemed to be at risk of being excluded from school or becoming involved in anti social behaviour. These referrals have to meet quite strict referral criteria but in the past year we have taken on three from the Education Department and one from Social Services. Other specific areas where Bracknell Forest YOT is involved in preventative work are outlined as follows; -

Out reach project on the Great Hollands estate in partnership with the Youth Service. This involves a YOT worker going out with a team from the Youth Service in order to engage with the young people in that area and look at the young people's perception of provision for young people in their area. Once the views of the young people on the estate have been established the YOT will work with the Youth Service to look at solutions to any problems identified. This project began operating on the 13th February 2003.

Delivery of anger management programmes in local schools. These programmes are delivered by YOT staff 3 times in each school with teachers watching and participating, and then the teachers take over the delivery of the programme and the YOT staff move onto another school. The YOT is now delivering this to the fourth school in two years.

Female self esteem group. A group work programme in conjunction with Social Services for children who are at risk of becoming / further becoming involved in offending behaviour. This programme is currently under development and will be delivered for the first time in April 2003.

Working with a group of parents and children in a local community who are concerned regarding crime and anti social behaviour in their community. YOT are working with the Police and other agencies regarding helping these parents develop strategies to deal with their concerns.

Bracknell Forest YOT has not had any Acceptable Behaviour Contracts [ABCs] or Antisocial Behaviour Orders [ASBOs] but is prepared for their use should the need arise [e.g. if other voluntary methods of intervention fail]. The YOT is committed to working closely with the Police and Local Authority in respect of any such actions to make sure they are as successful as possible.

Parenting. Bracknell Forest YOT is increasing its commitment to Parenting Programmes and we now have a sessional worker to support the Parenting co-ordinator in the delivery of these programmes. In addition the YOT successfully bid, in conjunction with the two other East Berkshire YOTs, for money for a Parallel Parenting worker who will deliver parallel interventions with the children of people on Parenting Programmes. Most Parenting work is with parents of YOT clients but we do take referrals for group and individual work for Parents referred by Partner agencies, capacity permitting. We also support any Education Department initiatives regarding involving parents in the education of their children and insuring they assume responsibility for their children's behaviour. It is hoped to further strengthen the YOTs involvement in the delivery of preventative Parenting Interventions through increased co-ordination of our Parenting Programmes / Work with those of other agencies e.g. the Education and Social Services Departments. It is envisaged that the Parenting co-ordinator will work to create a forum that will oversee this co-ordination based on a mapping exercise [of Parenting services] recently completed by Social Services. In addition the Parenting Co-ordinator will remain on the steering group set up to develop Family Group Conferences in Bracknell.

Bracknell Forest Youth Offending Team Business Plan.

Glossary of Terms.

AA: Appropriate Adult. Someone who sits in on Police interviews with young people under sixteen under the provisions of PACE.

Asset: Youth Justice Board standard Assessment framework to assess Criminological factors in children and young people. 13 Headings are covered in the assessment e.g. use of drinks and drugs and a final total score for the whole assessment of 1 to 49 is given to the young person. The higher the higher the score the more chance a young person may re-offend. This assessment is done when the YOT start to work with a young person and is then re-done every 3 months with the intention that the work the YOT are doing with the young person is bringing the score down.

ACPC: Area Child Protection Committee

ACT: Social Services After Care Team.

ADP: Anti Discriminatory Practice. Making sure the work individual practitioners do with clients does not either deliberately or accidentally discriminate against clients.

AOP: That the YOT does not provide a service that oppresses groups in society e.g. institutional racism is an example of oppressive practice.

Community Payback: Standing Community Reparation Schemes set up by the YOT where young people can go and do Indirect reparation work to the Community. Some of the schemes Bracknell YOT have set up are working on the Community Farm, Cleaning up and painting etc in Youth Clubs and gardening at an old peoples home.

CSSG: Community Safety Strategy Group.

CJS: Criminal Justice System.

CYPLSPG: Children and Young Persons Local strategic partnership Group.

DAT: Drug Action Team.

EDT: Emergency Duty Team. Social Services team covering the out of hours emergency service.

FAST: Social Services Family and Adolescent Support Team.

FE: Further Education

HE: Higher Education

FTE: Full Time Equivalent, term used for the amount of education provided at the PRU, where some of the curriculum is delivered onsite and some at FE colleges and in work placements.

HR: Human Resources.

LAC: Looked After Child, child in the care of the Local Authority.

LASU: Local Authority Secure Unit. A secure children's home. Will typically have about 8 to 24 children and young people in residence.

LEA: Local Education Authority.

LPSA: Local Public Service Agreement.

PACE: Police and Criminal Evidence Act 1984.

PRU: Pupil Referral Unit

PSR, SSR: Pre-Sentence Report and Specific Sentence Report.

Both are reports done when a young person is being sentenced in Court.

The Pre-sentence Report is a very detailed report of 8 or more pages which gives a lot of detail regarding the young person being sentenced to the Magistrates and addresses all of the sentencing options open to the Court. A PSR will also contain a statement from the victim regarding how the crime impacted on them. The Specific Sentence is less detailed and is only 3 to 5 pages long and can only be used when the magistrates have specifically asked for one of two specific sentences, either a Reparation Order or an Action Plan Order.

RJ: Restorative Justice. Involves a young person either meeting with their victim or doing reparative work for the victim e.g. cleaning graffiti. Restorative processes include: Direct Reparation to the victim; Indirect Reparation for the benefit of the community; victim offender mediation; Restorative conferencing; Letters of apology, either sent to the victim [with prior permission of the victim] or written to be placed on file. Victim awareness sessions will continue to be delivered in all interventions. Actual example of Direct Reparation is a young person cleaning graffiti for three Saturdays in a row, 3.5 hours a time for an act of vandalism on a train. An example of Indirect Reparation is a young person spending 12 hours over 3 days gardening at an Peoples home [young people are always supervised by YOT staff or volunteers on these activities].

SSHD: Social Service and Housing Department.

STC: Secure training Centre: Privately run secure training and education centres. Will typically have about 60 children and young people in residence.

TSA: Trust for the Study of Adolescents, Research body.

TVP: Thames Valley Police.

Viewpoint: Software used by the YOT to ascertain views of young people we work with.

YJB: Youth Justice Board. National Government Organisation charged with overseeing the Provision of all Youth Offender Services in England and Wales.

YOI: Young Offenders Institution. Prison Service Accommodation for young people. Very similar to a prison. Will have about 360 Young People in residence,

YOIS: Youth Offender Information System. Software used by YOT to monitor work done.

Legal Terminology

Pre Court

Reprimand. A first formal caution by the Police to a juvenile.

Final warning: Second formal Caution by the Police to a juvenile.

These are the only two warnings that juveniles are now allowed to receive from the Police, they no longer receive repeat cautions.

Sentences of the Court.

Fines and discharges.

Fine. Sum of money paid to the Court.

Absolute Discharge. A complete discharge by the Court with no conditions and it is the only option open to the Court regarding a first time offender who has pleaded guilty if they do not want to award a Referral Order.

Conditional Discharge. A disposal whereby the case is completed and discharged but conditions are placed on the defendant regarding future good behaviour for a set period of time. If the person re-offends they are brought back before the Court and are re-sentenced for the original offences.

Bind Over. A Court disposal whereby someone promises the Court they will not appear before them again, for a set period of time and promises to pay a sum of money if they do, e.g. Bound over to keep the peace for one year for a sum of £50.

Referral Order: An Order that has to be made on any young person who appears before the Court for the first time if they have pleaded guilty and if custody is not being considered. Orders can be made from between 3 months and 12 months. The young person is sentenced by the Court and then goes before a panel made up of two [trained] volunteers from the community and a YOT worker. This panel then works out a contract with the young people re-putting right the harm caused e.g. doing reparative activity either for the victim directly or the community. Victims can attend the panels and put their views to the panel, particularly regarding how the crime affected them.

Reparation Order: This order is a low tariff Order. Involves a maximum of 24 hours YOT involvement over a 3 month period. As the title of the Order suggests the YOT involvement is mainly based around getting the young person to do Direct or Indirect Reparation work to the Victim or to the Community.

Tier One.

Attendance Centre Order [AC]: An Order where by a young person has to attend a session in a centre [in Slough] for 2 hours every other week for between 6 to 12 sessions if they are under 16 and up to 18 sessions if they are over 16.

Action Plan Order: An intensive Order that has to be completed in three months. Minimum time is 24 hours with no maximum. Can have Attendance centre as part of the plan. Example, a plan may contain 12 hours AC, 16 hours reparation and ten hours individual work at the YOT, making 38 hours of work / contact in three months.

Community Sentences

Electronic Monitoring Order [a tag]: Curfew monitored using an electronic monitoring device [a tag] e.g. young person has to be at home from 7 PM to 8 AM. Maximum length of tag is 3 months for those between 12 and 16 and 6 months for those over 16.

Supervision Order: An Order that can be set for between 6 months and 3 years. [different from a supervision Order under the Children Act which is about supervising the welfare of a child rather than making sure they are not offending].

Community Rehabilitation Order [CRO]: The new name for an old style Probation Order. A community supervision sentence only available for people age 16 and over.

Community Punishment Order [CPO]: New name for an old style Community Service Order. For people aged 16 and over. People do from 40 to 240 hours work in the community. These Orders are all managed by the Probation Service.

Community Punishment and Rehabilitation Order. Is a combination of a CRO and a CPO. Replaces an old style Combination Order.

Drug Treatment and Testing Order [DTTO]: Used for people whose offending is motivated by their Drug Addiction. These Orders require people age 16 and over to work with drug rehabilitation services and to be regularly monitored and drug tested by the Services. These Orders are held by the Probation Service.

Intensive Supervision and Surveillance Programme [ISSP]. A programme attached to a community sentence or bail conditions, which involves being monitored by various methods, including Electronic Tagging and up to 25 hours of supervised activities [job or school, if attended can count towards 60% of this] per week.

Custodial Sentences

Detention and Training Order [DTO]: A custodial sentence for children and young people aged from 12 to 16 whereby the first half of the sentence is served in a custodial establishment either an STC, LASU or a YOI and the second half is served on licence [monitored by the YOT] in the community. Sentence can be from 4 to 24 months in length. Most common form of custodial sentence for young people.

Section 91 / 92 [Powers of the court Sentencing Act 2000]: Replaced old style S53 [1933 Children and Young Person Act]. A custodial sentence for any child or young person over 10 who has committed a crime that if they were an adult could mean that they could receive a sentence of 14 years or more in Prison e.g. Grievous Bodily Harm with Intent.

Reasons why the Police may become involved with a young person prior to a Caution or Charge:

