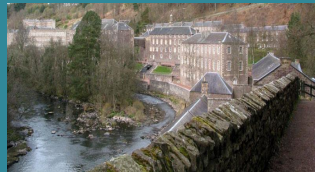




Draft Annual Report 2009/2010



Foreword

Welcome to the third annual report of the Lanarkshire Community Justice Authority (LCJA) for the period April 2009 to March 2010. This annual report highlights progress made during the second year of the 2008-11 area plan illustrating some of the work which has been undertaken by LCJA and our partners.

During the last year there have been many changes politically, economically and legislatively which impact on victims of crime, offenders and people working within the Criminal Justice field. The Scottish Government introduced the Criminal Justice and Licensing (Scotland) Bill on 5 March 2009 which will introduce the new Community Payback Orders. This means that Community Payback Orders will replace Probation; Community Service Orders and Supervised Attendance Orders.

The coming year will have many challenges and opportunities including: training for a range of staff in how they assess risk and manage offenders both in prison and the community; Healthcare services in prisons are being transferred from private providers to the National Health Service and we are constantly developing more effective ways of working with particular groups such as women and young offenders.

During 2009/10 the Authority has funded a number of local initiative which have encouraged partner agencies, both statutory and voluntary, to find new ways of working. Some of these initiatives have been detailed within the annual report as examples of best practice.

I would like to take this opportunity to thank all our partners in working together to support the work of Criminal Justice agencies in Lanarkshire whose joint objective is to make communities safer and enhance the quality of life within our communities.



A handwritten signature in black ink that reads "Brian McCaig". The signature is written in a cursive, flowing style.

Brian McCaig
Convenor
LCJA

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1.0 Introduction

Community Justice Authorities (CJA's) are statutory bodies created by the Management of Offenders etc (Scotland) Act 2005, Lanarkshire CJA is one of eight Authorities across Scotland.

The role of Lanarkshire CJA is to provide strategic planning and monitoring to ensure the availability of services designed to reduce re-offending and promote multi agency participation in working with offenders and victims.

1.1 Lanarkshire CJA structure and governance

The Convenor of LCJA is Councillor Brian McCaig and the Vice Convenor is Councillor Bob Chadha. There are three elected members from both North and South Lanarkshire Council as illustrated below.



Convenor
Councillor Brian McCaig
South Lanarkshire Council



Vice Convenor
Councillor Bob Chadha
North Lanarkshire Council



Councillor John Anderson
South Lanarkshire Council



Councillor Tom Lunny
North Lanarkshire Council



Councillor Harry McGuigan
North Lanarkshire Council



Councillor Graham Scott
South Lanarkshire Council

Each CJA employs a Chief Officer and support staff to carry out its functions. The Chief Officer reports directly to the Convenor of the CJA Board and only Elected Members of Local Authorities for the CJA area can be members of the Board. Any decisions which are proposed by LCJA must be agreed by the Board at quarterly meetings which are open to the public.

Lanarkshire CJA team are:



Tony McNulty
Chief Officer



Roberta Reid
Planning &
Development
Adviser



Joanne Plunkett
Clerical Assistant



Jim Dustan
Liaison Manager
(SPS)



Carol-Anne Soones
Training &
Development
Officer



Hazel Marshall
Temp. Clerical
Assistant

1.2 Lanarkshire CJA partners

The Management of Offenders etc. (Scotland) Act 2005 provides a framework to ensure strong partnership working by specifying that the Scottish Prison Service and Local Authorities within each

CJA boundary have a 'duty to co-operate' with each other. Partnership working is further highlighted within the Act stating that CJA's must prepare a plan for reducing re-offending in 'consultation' with partner bodies.

LCJA works closely with a wide range of partners including: Strathclyde Police (N & Q Division); Lanarkshire NHS; Alcohol & Drug Partnership; Scottish Court Service; Crown Office and Procurator Fiscal Service; Victim Support Scotland and a broad range of services from the independent sector. All of these partners are invited to our quarterly Board meetings which are also open to the public.

2.0 How we add value

Through planning, monitoring, engaging and influencing and the Reducing Re-offending Programme LCJA improves the outcomes of a range of services throughout Lanarkshire who engage in work with offenders. This section describes in detail how LCJA achieves this.

2.1 Planning

The role of LCJA is in partnership to plan; co-ordinate, monitor and report on the delivery of services which contribute to community safety throughout Lanarkshire. This role is encompassed in our statutory functions which are to:

- to prepare in consultation with partners an area plan for reducing re-offending - the current plan is in place which covers the period 2008-11 and the plan for 2011-14 is currently being considered by the Government.
- facilitate partnership working and monitor how agencies co-operate with one another in delivery criminal justice services.
- allocate resources provided by Scottish Ministers targeted to reducing re-offending
- report annually to Scottish Ministers on Local Authorities, partner bodies and the Prison Service compliance with the area. plan
- promote good practice in the management of the behaviour of offenders with a view to reducing their re-offending.

2.2 Monitoring

Quarterly Performance Reports are provided to the Board which highlight areas of success as well as highlighting areas for improvement. Lanarkshire CJA receives a wide range of information from a variety of partners for example:

- SPS Integrated Case Management statistics
- Criminal Justice Social Work Statistics - Aggregate Returns
- Local Authority Improvement plans
- Scottish Government Statistical Bulletin - Crime and Justice Series
- Minutes of MAPPA meetings
- Reports on inspections
- Performance monitoring
- Monitoring of S27 grant
- Area Plan updates from a wide range of partners

The Quarterly Performance Reports are a useful tool to highlight best practice. This Annual Report highlights some examples of best practice in Lanarkshire some of which relates to good partnership working and others which are from service users. Throughout the course of the year best practice is shared with other CJA's, at Board meetings, local and national meetings and newsletters.

2.3 Engaging and Influencing

Convenors and Chief Officers from across Scotland sit on a number of groups which help to shape the future of work in Criminal Justice Services, for example: the National Outcomes and Standards Advisory Group, CJSW Statistics Working Group and the High Risk Offenders group. A full list is attached in **Appendix 1** which shows each Chief Officers remit.

LCJA also engages regularly with: the Scottish Government; the Association of Directors of Social Work (ADSW); the Convention of Scottish Local Authorities (CoSLA) and the Scottish Prison Service and nationally and locally CJA's are working more closely with inspection bodies.

LCJA Liaison Manager for the SPS is based between LCJA and L&BCJA which ensures that partnership working in terms of identifying opportunities for partners to work together is significantly enhanced.

LCJA Training and Development Officer continues to support national training and ongoing specific developments in Lanarkshire.

2.4 Reducing Re-offending Programme

The Government through the work of the 'Reducing Re-offending Programmes' intend that any work undertaken with offenders will reflect the following priorities. LCJA supports the work of this programme and will also work alongside partners to ensure that the following priorities are met:

- prevention of re-offending by young people through appropriate interventions
- diversion of cases from the court system where appropriate
- ensure the availability of effective community disposals
- ensure the effective management of offenders who get custody
- ensure the effective re-integration into the community of offenders
- ensure a wide range of services are provided to meet the specific needs of all offenders
- maximise the opportunities to engage appropriately with victims

3.0 Our progress in 2009 - 10

This section of the annual report provides three types of update firstly information relating to reconviction rates in Lanarkshire and Scotland as a whole. Secondly, actions highlighted within the action plan for 2009/10 which were still in progress in the previous year and thirdly some examples of best practice within Lanarkshire.

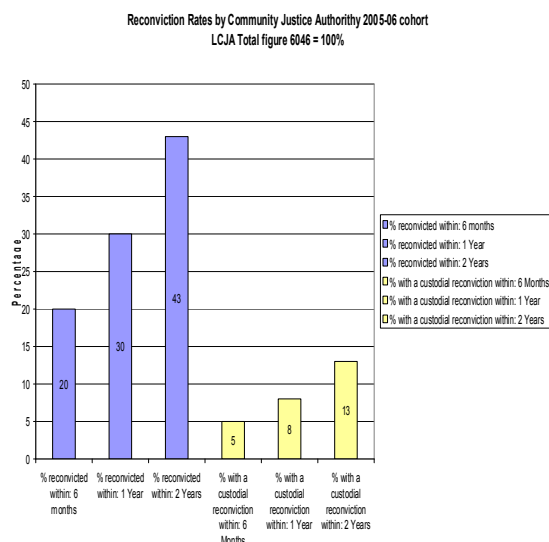
3.1 Reconviction rates

Reducing re-offending is measured through monitoring the rate of reconviction of offenders over the two years since their release from prison or commencement of a community based sentence. The most up to date figures available are from 2005-06, as illustrated below.

Percent of Offenders Reconvicted within two years for 2005/06

Lanarkshire 43%

Scottish average 45%



Source: Statistical Bulletin - Crime and Justice Series dated 31 August 2009 - Scottish Government

Some key points

- Overall, male offenders are more likely to be reconvicted than female offenders within two years 46% of males compared to 36% of females
- Reconviction rates for males decrease with age: 58% of male offenders aged under 21 are reconvicted within two years compared to 36% of those aged over 30.
- Those sentenced to a Drug Treatment and Testing Order or a Restriction of Liberty Order are generally most likely to be reconvicted within two years (81% and 68% respectively).

3.2 Action Plan 2009/10

The following actions were in progress or ongoing at the start of 2009 and are now provided with an update. Appendix 2 provides a summary of the actions as a whole.

Monitor the continued effectiveness of MAPPAs arrangements'

In 2008/09 there were 335 MAPPAs level two meetings (where an offender poses a high risk of serious harm). This was more than double the 2007/08 figure of 164. To address the increased workload, additional funding was agreed by LCJA to enhance administrative support.

During 2008/09 the operation of MAPPAs in Lanarkshire CJA area was commended by the joint inspection on Child Protection Services in both North and South Lanarkshire.

A quality Assurance Review undertaken in early 2009 found that the level of compliance with guidelines and standards was high.

LCJA receives minutes of MAPPAs meetings for monitoring purposes and the MAPPAs annual report is presented at LCJA Board meetings for comment.

Information is provided from the MAPPAs annual report 2008/09 as the 2009/10 report is not available until officially published.

‘Facilitate the development of ‘diversion’ for appropriate offenders at all stages of the criminal justice system’.

Both Local Authorities remain committed to Youth Court Services which deliver services to young people including formal diversion services agreed with the Procurator Fiscal Service. SACRCO supplies arrest referral services within Lanarkshire. These services deal with people speedily and out with the formal court system which means that offenders are held accountable for the consequences of their actions and are able to make amends in a visible and effective way.

‘Facilitate improved links from compulsory work in the community into permanent employment for offenders’.

North Lanarkshire Ex Offender Employability Project has brought together a number of partners - NLC Regeneration Services, Routes to Work, ROOP and APEX using funding from LCJA. The outcomes show that the project has: helped to remove barriers to employment for offenders; improved basic IT, literacy and numeracy skills; provided vocational skills certification and improved engagement with offenders.

‘Ensure agencies take account of the needs of families of offenders’.

Citizens Advice Bureau (CAB) applied to LCJA for funds from Additional Monies in 2008/9 for the ‘Inside Out Project’. This was successful and it gave both CAB and LCJA the opportunity to progress developments in relation to families of offenders.

The project provides a holistic advice service for prisoners’ families in Lanarkshire delivered through HMP Addiewell, nine CAB’s and their outreach facilities and home visits where appropriate.

The first year of this work has been fully evaluated and it was agreed to continue this for a further year.

‘Facilitate the improvement of visiting facilities’

HMP Addiewell is a new purpose built prison which was opened December 2008. The facilities contain a substantial visitors centre which provides space for families to meet with prisoners and facilities such as a tea bar and crèche which are designed to make visits as positive as possible. This contributes to the smooth running of the prison and ultimately to improve chances of rehabilitation through better family relations.

‘Ensure the effective implementation of National Accommodation Strategy for Sex Offenders (NASSO)’

Through use of CJA Additional Monies, North Lanarkshire Council developed a training package for a range of groups which included: Council staff, Registered Social Landlords and briefings for Committee Members and Office Bearers.

The training focused on how to provide stable accommodation for sex offenders and appropriate sharing of information.

‘Facilitate the development of accommodation advice services’.

North Lanarkshire, South Lanarkshire and West Lothian Council developed a bid for a ‘Housing Advice and Support Service’ to provide housing advice and information within HMP Addiewell. This was through funded through additional monies from LCJA. Advice and assistance is provided on

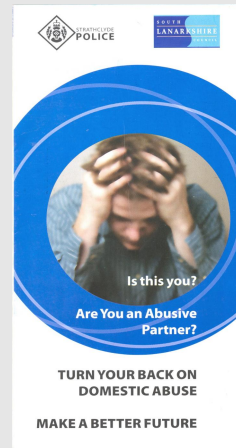
issues which prevent loss of accommodation and the ability for offenders to access and sustain suitable accommodation on release. The funding for this post was continued for a further year as the post holder was able to demonstrate that there is significant demand for this type of support, which was reflected in referrals from HMP Addiewell.

‘Facilitate the development of services for victims of domestic abuse’

The Domestic Abuse Perpetrators Pilot (DAPP) is a joint initiative between SLC Social Work Resources and Strathclyde Police which was developed from Additional Monies from LCJA.

A member of staff from Strathclyde Police and Court SW visit perpetrators of domestic abuse whilst in custody in their cells on Sunday’s.

A range of custodial alternatives are offered as follows: bail supervision; alcohol misuse work; substance misuse work; couple counselling; family mediation; mental health referrals and diversion through a combination of the above. A leaflet has been developed to raise awareness of the service.



‘Monitor current quality assurance systems’

The proposed National Performance Framework (a collaboration between the Scottish Government and CJA’s) has not progressed as was hoped despite extensive work to provide a reporting mechanism against outcomes of the National Strategy for the Management of Offenders.

As a result it is intended that LCJA will focus on developing a localised performance framework which will collate information from Lanarkshire partners. Data will be supported by the implementation of Level of Service/Case Management Inventory (LSCMI) training for which is now ongoing and incorporate changes in community disposals through the Criminal Justice and Licensing Bill. A draft of the local performance framework is currently being developed and it is intended that this will be in use from March 2010.

3.3 Sharing Good Practice

LCJA has a strong role in supporting partners to raise awareness of the Justice System, support partnership working and share best practice among agencies. The following, are examples of some of the best practice in Lanarkshire over the last year.

Community Service Supervisor at Restorative Justice (NLC)

A Community Service Supervisor is responsible for a squad of five service users seven hours each day involved in a variety of work placements. The composition of the squad changes each day resulting in a supervisor having responsibility for twenty offenders per week subject to a wide range of offences.

Service User Comment

“I attended community service from October 2009 till April 2010. Throughout that period I worked with a supervisor called xxxxxxxxxx. I have recently lost my Grandfather whom I was

very close to and found the loss of him very hard to deal with. Then when I started CS and I met xxxxxxxxx. I started to speak to him and he helped me to start getting on with my life."

Employee Award - MAPPA (31 August 2009)

Diane Smith won Employee of the Year Award for her innovative guide for minute taking which has now been recognised as best practice across the UK. Diane is Senior Clerical Officer within the MAPPA service in Lanarkshire.

Fiscal Work Order Pilot – Hillocks Park, East Kilbride

The pilot is designed to give individuals who have been charged with an alleged offence but not yet convicted, the opportunity to undertake a short period of unpaid work for the benefit of the community. If the individual undertakes this work the Procurator Fiscal's Office can take the decision not to proceed with prosecution.

Local residents contacted the Community Service Team Leader as they were particularly pleased that the squads were on site regularly at weekends; that they worked in conjunction with neighbourhood volunteers and that the squad assisted in planting 500 spring bulbs in the park.

'Move the Goalposts'

Move the Goalposts is an example of a successful pilot supported by the following partners: SLC; Strathclyde Police; LCJA; Centre Spot Development Trust; Regenfx Youth Trust; ADP; Streetbase; Strathclyde Fire and Rescue; Universal Connections; Rutherglen and Cambuslang Crime Prevention Panel; Hamilton and District Crime Prevention Panel; East Kilbride Community Transport; Strutherhill Community Bus; Camglen Community Transport and the local communities involved.

'Move the Goalposts' is an educational and diversionary initiative utilising football as a 'tool' to divert young people from gang participation, anti social behaviour and associated alcohol and substance misuse. It targets young people aged 10-25. The initiative goes to areas identified as crime 'hot spots' areas throughout SL at time when behaviour is at the most prevalent using specialist coaches and a moveable football pitch.

A summary of the key findings from the evaluation are as follows:

- On average 55 young people attended nightly despite a particularly severe winter.
- Broomhill Road one of the most



problematic streets in terms of youth disorder in Strutherhill experienced zero youth incidents after the initiative.

- Several attendees have gone on to play for established football teams at all levels.



4. Managing Resources

4.1 Section 27 grant allocation

LCJA received £10,802,868 for the financial year 2009-10 in Section 27 funding, for allocation to constituent Councils for the delivery of relevant services for Criminal Justice Social Work Services. The definition of “relevant services” includes core and non core funding and provision of activities which enable Local Authorities to comply with the Area Plan.

Core services include Social Enquiry Reports; Probation; Community Service; Throughcare; Supervised Attendance Orders; Diversion; Bail and Court Services.

Non core services include Supported Accommodation; Drug Treatment and Testing Orders; Arrest Referral Schemes and group work programmes.

4.2 Methodology

The core element continues to be allocated using the Scottish Government workload based formula, which is based on statistics provided by local authorities regarding workload and allocated to take account of local needs. Ongoing non-core service commitments have been honoured by the Government during 2009/10. It is worth emphasising that funding is restricted to services which are provided directly to offenders.

4.3 Additional Monies

LCJA received £190,000.00 in additional monies. Where Additional Monies have been made available there has been a process of funding applications which partners must complete, requesting information on: project summaries, outcomes, intended target groups and how the funding fits with LCJA priorities. This information is prepared for Board meetings where the final decision on allocation of money is agreed.

4.4 Administration Budget

LCJA received an administrative budget of £212,917.00 for 2009/10 which covers costs in relation to staff, Members expenses and running costs of the office.

4.4 Monitoring

LCJA annual accounts are prepared by PricewaterhouseCoopers llp and the auditor is required to supply an audit certificate once the process is complete. In addition quarterly reports are presented to LCJA Board by LCJA Financial Adviser in order to note progress throughout the year and certified annual accounts are reported on an annual basis.

The audited annual accounts for 2009/10 are not yet available for publication, however the accounts from 2008/9 are published on the LCJA website and an extract from these is available in Appendix 3.



LCAJ continues to highlight that the ongoing review of the Youth Court pilot has a significant financial implication in the context of Section 27 funding.

As in the past we intend continuing to source additional funding and encourage match funding by partners in order to maximise the resources available for reducing re-offending and ensuring best value for money.

5.0 Communication

Improving communication is an essential element in promoting public confidence and trust in the efficiency and effectiveness of offender management services.

In order to build on ongoing activities LCJA developed an action plan which is currently being reviewed. The details which follow are intended to be a brief overview of some of the work over the last year in Lanarkshire.

Action	Update	
Promote a strong and consistent brand for the Authority.		LCJA logo is well established and used on all stationery and documents such as the annual report & area plan. It is also prominent on our website.
Build relationships with local media and partners to promote understanding and confidence of the work of Offender Management Services.	 	<p>Justice Secretary, Kenny MacAskill visited the Clanranald fortified village in North Lanarkshire in July 2009.</p> <p>No Messin Hamilton 24 July 2009</p> <p>No Messin was sponsored by Network Rail and held in partnership with SLC; Lanarkshire CJA; Strathclyde Police; CentreSpot and Regen FX.</p> <p>The event was targeted at young people aged 12-18 with the goal of getting the railway safety message across.</p> <p>Mark Henderson, Network Rail's Community Safety Manager for Scotland, said 'With an estimated 2,000 young people taking part on the day, the event - which is the</p>

	 <p>Photograph follow. to</p>	<p>highlight of our year-long, nationwide track safety campaign - was a huge success'.</p> <p>PETAL (People Experiencing Trauma and Loss) held two open days at their new premises in Hamilton which was officially opened by SLC Provost Russell Clearie on the 23 of October 2009. This event was well attended and had representation from a number of local partners including LCJA staff.</p> <p>Visits were arranged for Elected Members to attend Hamilton and Airdrie Sherriff Court. Members were able to observe a number of different courts in practice and staff gave their time to answer questions on the workings of the Courts.</p>
<p>Online communications www.lanarkshirecja.org.uk</p>		<p>LCJA published and widely distributed a special edition newsletter on community service. This was also added to LCJA website and used to raise awareness of Community Payback Orders and to highlight work which was done to limit the effects of the severe weather at the turn of the year.</p> <p>All board meetings are added to the website for maximum access and transparency.</p>
<p>Strategically engage with, consult and obtain feedback from partners.</p>	 	<p>The annual report for 2008/9 was published following updates and consultation with partners. This annual report has been utilised to raise awareness of work with offenders in Lanarkshire.</p> <p>In July 2009 a seminar was held with key partners to focus on the main priorities within the draft area plan for 2011-14. This was followed by local discussions with our partners and national discussions with the Scottish Government; SPS and ADSW. The draft area plan was then circulated for consultation for a period of four weeks to a wide range of partners and agencies</p> <p>LCJA also chairs a number of meetings which</p>

		bring partners together such as the CLASP meeting which brings together our statutory partners and the LEAF (Literacy, Employability, Accommodation and Finance) Group which brings together both the statutory and voluntary sector.
Communication Strategy		LCJA Communication Strategy is currently under review. A key task will be to develop a protocol to ensure news items are distributed appropriately and that best practice is highlighted through regular press releases to local papers.

6.0 Our future focus

During the course of this year CJA's across Scotland have been working on the Area Plan for 2011-14. This document has been submitted to the Scottish Government for comment. The Area Plan lays out LCJA's future focus and this section of the annual report provides a brief summary of local priorities.

6.1 Implementation of Community Payback Orders

The implementation of Community Payback Orders will be important in terms of the volume of orders, which are currently unknown however if they increase additional staff will be required in order to prevent delays occurring. Careful monitoring of cases in terms of outcomes will be a priority.

6.2 Future of Youth Courts

Funding for Youth Courts was continued for this financial year however future funding will be dependent on ensuring that the focus is narrowed to serious and persistent offenders; evidencing a breakdown of costs; achieving savings where possible and developing a toolkit for other courts.

6.3 Resources

Sufficient resources are required to ensure that services can respond to the demands that are made of them. LCJA will continue to discuss with the Scottish Government their allocation for core and non core funding; support transfer of resources from custodial to community sentences; ensure value for money for existing services; encourage match funding where this is possible and investigate other potential funding streams.

6.4 Communication Strategy

During the next year we will focus on developing a process for sharing information which we wish to publicise. This will involve developing a protocol that sets out a procedure for how information is shared with the media and developing good links with local newspapers.

6.5 National Outcomes and Standards for Social Work Services

The purpose of the 'Standards' is to set out practical and transparent standards for the assessment of risk of re-offending. CJA's have a key role to play to ensure that these arrangements are in place. Routine mechanisms should be implemented to collate information on, for example: timeliness of preparation of reports and assessments and intervention and compliance processes; the percentage and timeliness of completions for specific interventions and overall rates of reoffending and victimisation.

6.6 Local performance framework

LCJA is committed to developing a local performance framework and discussions have started with key partners to collate information which takes account of changes such as Community Payback Orders and the National Outcomes and Standards for Social Work Services.

Appendix 1 - Key Groups

Group	CJA Representative
SPS Children & Families Development Group	J.Murray
LS/CMI Project Board	C.Hawkes / G.Little
Faith Communities	T.McNulty
ACPOS - Family Protection Strategic Oversight Group	J.Hunter / C.Hawkes
ACPOS - Family Protection & Way Forward	J.Hunter / C.Hawkes
ACPOS - Sex Offenders	P.English
Delivery Accreditation Group (DAG)	G.Little / T.McNulty
High Risk Offenders Group	J.Hunter / T.McNulty
Finance Officers Group	J.Hunter
SPS Population Management Group	J.Murray / A.Pinkman
COSLA Community Safety Executive	T.McNulty
SFJ Country Group	T.McNulty
Area Plan Development Group	J.Hunter
Prison Based Social Work (PBSW) Group	C.Hawkes
Training Sub Group (EPU)	G.Little / T.McNulty
Training & Development Terms of Reference Short Term Working Group	T.McNulty / G.Little
Tri-partite Group	A.Spencer / T.McNulty
CJSW Statistics Working Group - data collection	C.Hawkes / B.MacMaster
Implementation Board for Transfer of SPS healthcare to NHS - Throughcare Working Group (Turning Point Scotland)	A.Pinkman
National Outcomes & Standards Advisory Group	T.McNulty
Disclosure Pilot - National Implementation Group	P.English

Appendix 2 Progress Report 2009/10

Action No	Action	Progress	Comments
1.	Monitor the continued effectiveness of MAPPA arrangements and the proposed extension to violent offenders during 08/09	Ongoing	
2.	Monitor the operation of the Integrated Case Management Throughcare processes	Ongoing	
3.	Facilitate the development and implementation of risk assessment tools and implementation of Groupwork Programmes.	Achieved	
4.	Monitor the range and suitability of community sentences for women	Achieved	
5.	Monitor that women from Lanarkshire are able to access services from their local community, while in custody	Achieved	
6.	Establish the most effective model of voluntary Throughcare for Lanarkshire and facilitate the take up of this service.	Achieved	
7.	Facilitate the development of "diversion" for appropriate offenders at all stages of the Criminal Justice System.	On going	Currently the Youth Court pilot is under review SACRO supplies Arrest Referral services within Lanarkshire
8.	Facilitate the audit of any overlap between agencies with regards to substance misuse.	Ongoing	
9.	Monitor effective partnership working in relation to mentally disordered offenders.	Achieved	
10.	Facilitate improved links from compulsory work in the community into permanent employment for offenders.	In progress	North Lanarkshire Offender Employability Project received a further years funding further to a successful evaluation of their first year.
11.	Maximise the information currently supplied to families of prisoners by partner agencies.	Achieved	
12.	Ensure agencies take account of the needs of the families of offenders.	Achieved	
13.	Facilitate the improvement of visiting facilities.	Ongoing	HMP Addiewell has a substantial visitors centre which provide facilities such as a tea bar and crèche facilities. Travel issues for visitors are still being reviewed.
14.	Ensure the effective implementation of NASSO.	Achieved	Training completed.
15.	Facilitate the development of accommodation advice services within prisons.	Ongoing	Housing Advice and Support Service received a further years funding further to a successful evaluation of their first year.
16.	Ensure all work with offenders includes victim awareness.	Achieved	
17.	Facilitate partners' intention to contribute to community safety.	Achieved	
18.	Ensure victims obtain appropriate information/support.	Achieved	
19.	Ensure appropriate care is in place	Achieved	

	for victims of crime		
20.	Facilitate the development of services for victims of domestic abuse.	Ongoing	Domestic Abuse Perpetrators Pilot entering second year.
21.	Facilitate effective information sharing.	Achieved	
22.	Facilitate effective mechanisms for involvement and communication from the independent sector.	Achieved	
23.	Facilitate the development of the community facing prison approach.	Achieved	
24.	Ensure effective links with the community planning and public protection agenda.	Achieved	
25.	Facilitate opportunities for joint training between agencies.	Achieved	
26.	Ensure relevant national training has a local focus, including venue.	Achieved	
27.	Establish a communications protocol.	Ongoing	The draft Communication Strategy will be re-issued to key partners for comment.
28.	Facilitate public understanding of the criminal justice system.	Achieved	
29.	Monitor all partner agencies compliance with this plan.	Achieved	
30.	Monitor current quality assurance systems.	In progress	Work is ongoing to develop a local performance framework.
31.	Ensure compliance with the management statement/ financial memorandum provided by the Scottish Government.	Achieved	
32.	Establish LCJA position within current community safety structures.	Achieved	

Appendix 3

Income & Expenditure Account for year ended 31 March 2009

2007/2008 Actual £000		2008/2009 Actual £000	
132	Employee Costs	149	
9	Property Costs	10	
22	Supplies and Services	3	
19	Administration Costs	8	
5	Payment to Other Bodies	7	
10,214	Payments to Contractors	10,719	
(2)	Financing Charges	1	
<hr/>		<hr/>	
10,399	Total Expenditure	10,897	
(10,399)	Income	(10,902)	
<hr/>		<hr/>	
0	Net Cost / (Return) of Service	(5)	
0	Return on Pension Assets	(4)	2
2	Interest Cost on Pensions	3	2
<hr/>		<hr/>	
	Net Operating Expenditure		
2	(Deficit / (Surplus))	(6)	

Appendix 4 - GLOSSARY AND SUMMARY OF COMMON TERMS

ADP	Alcohol and Drug Partnership
ADSW	Association of Directors of Social Work
ALNIS	Adult Literacy and Numeracy in Scotland
CHP	Community Health Partnership
CJA	Community Justice Authority
COPFS	Crown Office and Procurator Fiscal Service
COSLA	Convention of Scottish Local Authorities
CJSW	Criminal Justice Social Work
CPP	Community Planning Partnership
CSO	Community Service Order
CSP	Community Safety Partnership
DTTO	Drug Treatment and Testing Order
HDC	Home Detention Curfew
HMP	Her Majesty's Prison
ICM	Integrated Case Management
LCJA	Lanarkshire Community Justice Authority
LCJB	Local Criminal Justice Board
LSCMI	Level of Service Case Management Inventory
MAPPA	Multi-Agency Public Protection Arrangements
MARAC	Multi-Agency Risk Assessment Conferencing
NASSO	National Accommodation Strategy for Sex Offenders
NHS	National Health Service
NLC	North Lanarkshire Council
NOS	National Outcomes and Standards
RMA	Risk Management Authority
SACRO	Safer Communities: Reducing Offending
SAO	Supervised Attendance Order
SER	Social Enquiry Report
SCJS	Scottish Crime and Justice Survey
SCRA	Scottish Children's Reporter Administration
SHS	Scottish Household Survey
SLC	South Lanarkshire Council
SOA	Single Outcome Agreement
SPS	Scottish Prison Service
SWIA	Social Work Inspection Agency
TAS	Throughcare Addiction Service
VISOR	Violent and Sex Offenders Register

Summary of Common Terms

Action Plans - An individual plan outlining the offender's assessed needs, what support is needed and programmes and interventions needed to take place to address the offending behaviour.

Alcohol and Drug Partnership (ADP) - ADP is a multi-agency strategic planning group which co-ordinates actions around alcohol and drug related problems.

Apex Scotland - Work with offenders and young people at risk of offending to help them address employability needs.

Arrest Referral Scheme - A voluntary option which does not form a part of the formal criminal process, but which gives opportunity to offer drug misusers who have been arrested to get treatment for their drug problem, with a view to reducing their offending behaviour.

Breach - The failure to fulfil the requirements of either a court order or the conditions of a post release licence.

Children's Hearing - Where there are concerns of a child or young person because of either truancy, offending, child protection, family welfare problems or parent/adolescent conflicts the child would be referred to the children's hearing system. The Children's Panel (made up of three members of the public who have volunteered and been approved to sit on the panel) decide the best appropriate action for the child or young person.

Child Protection - Is the process for ensuring children are protected from all forms of harms and abuse, for example neglect, physical, emotional or sexual abuse.

Community Health Partnerships (CHP's) - are subdivisions of health boards in Scotland.

Community Service Order (CSO) - a community order which is a direct alternative to custody involving a set amount of hours doing unpaid work or reparation in the community, as determined by the Court.

Constructs PSSO - Constructs: Positive Steps To Stop Offending

Criminogenic Needs - Criminogenic needs are social issues such as homelessness, unemployment, substance misuse, financial problems, poor mental health, anti social attitudes, poor relationship/social isolation and limited education/work/social skills which have an impact on offending.

Diversion - A voluntary option which offers the individual the opportunity to engage and co-operate with care or treatment services, in return for which the Crown Office and Procurator Service will, in the public interest, either waive or defer prosecution for reported offences.

Drug Treatment and Testing Orders - Drug Treatment and Testing Orders are only suitable for a limited number of offenders with drug related problems. They are only used in cases where the person is highly motivated to deal with their behaviour and is living in reasonably stable circumstances that will enable them to comply with everything that's involved and where the offending behaviour is directly related to drug misuse.

High-Risk Offenders - This term is used when referring to violent offenders or sex offenders that pose a high risk to the public.

Integrated Case Management - Is a multi-agency approach that is focused on reducing re-offending by ensuring, where possible, risks are identified and a plan is in place to reduce risk in a sequenced and co-ordinated manner.

LEAF Group - Literacy Employability, Accommodation and Finance Group.

MAPPA - The introduction of Multi Agency Public Protection Arrangements (MAPPA) across Scotland in April 2007 introduced a consistent approach to the management of offenders across all local authority and police force areas providing a framework for assessing and managing certain offenders. The fundamental purpose of MAPPA is public safety and reduction of serious harm.

Level 1 MAPPA - One agency is primarily responsible for information being exchanged and liaison taking place with other agencies.

Level 2 MAPPA - This refers to high risk cases where the active involvement of more than one agency is required to manage risk.

Level 3 MAPPA - This refers to very high risk offenders who require an enhanced level of co-ordination of different agencies.

Objective - a statement that describes something we want to achieve

Offender Learning Strategy - This strategy places an emphasis on reducing re-offending through skills and employment.

Order - A legal requirement placed on an offender by the court or Parole Board.

Output - a measure of activity

Rehabilitation - The process of developing a law-abiding lifestyle.

Resettlement - The tasks required to improve offenders' chances of rehabilitation.

Risk Assessment - Is the process that assesses how likely it is for an offender to re-offend, the seriousness of any future crimes and the impact on public safety.

Risk Management - Is to manage the risk assessment process.

Restorative Justice - An approach that balances the concerns of the victim with the needs of the offender.

Section 27 funding - refers to money provided by the Scottish Government to CJA's which is allocated to LA's within the CJA area, for the provision of 'supervision and care of persons put on probation or release from prison etc'.

Social Enquiry Report - The court requests that Social Work provide background information on an offender in the form of a written report with a recommendation to the court.

Social inclusion - Action to change the circumstances that lead to, or have led to, social exclusion.

Social exclusion - Social exclusion is when an individual is prevented from participating in any of the key economic, social and political activities, in the society in which they live.

Supervision - Communication with an offender and others about the offender's conduct in relation to their order.

Throughcare - The transition process for the offender between the community - prison - community.

Youth Court - A pilot Youth Court in Hamilton set up by the Scottish Government to provide a quicker response to young people's offending behaviour by fast tracking persistent young offenders into and through the criminal justice system.



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