



Inspection of  
Youth  
Offending

*Archwilio Rhaglen Troseddwyr Ifanc*



Arolygiad ar y Cyd Cyfiawnder Troseddol

# Core Case Inspection of youth offending work in England and Wales

Report on youth offending  
work in:

**Dudley**

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## Foreword

This Core Case Inspection of youth offending work in Dudley took place as part of the Inspection of Youth Offending programme. We have examined a representative sample of youth offending cases from the area, and have judged how often the Public Protection and the Safeguarding aspects of the work were done to a sufficiently high level of quality.

We judged that the Safeguarding aspects of the work were done well enough 75% of the time. With the Public Protection aspects, work to keep to a minimum each individual's *Risk of Harm to others* was done well enough 69% of the time, and the work to make each individual less likely to reoffend was done well enough 75% of the time. A more detailed analysis of our findings is provided in the main body of this report, and summarised in a table in Appendix 1. These figures can be viewed in the context of our findings from Wales and the regions of England inspected so far – see the Table below.

We found a YOS that had made full and effective use of its resources and had developed the provision of a wide range of interventions supported by strong partnership working. There was evidence of strong and effective engagement with the children and young people.

Overall, we consider this an encouraging set of findings with moderate improvement required in work related to *Risk of Harm to others* and to achievement of outcomes, and only minimal improvement in all other areas.

*Andrew Bridges*  
*HM Chief Inspector of Probation*

*March 2011*

	Scores from Wales and the English regions that have been inspected to date			Scores for Dudley
	Lowest	Highest	Average	
<b>'Safeguarding' work</b> <i>(action to protect the young person)</i>	37%	91%	67%	<b>75%</b>
<b>'Risk of Harm to others' work</b> <i>(action to protect the public)</i>	36%	85%	62%	<b>69%</b>
<b>'Likelihood of Reoffending' work</b> <i>(individual less likely to reoffend)</i>	43%	87%	70%	<b>75%</b>

## **Acknowledgements**

We would like to thank all the staff from the YOS, members of the Management Board and partner organisations for their assistance in ensuring the smooth running of this inspection.

*Lead Inspector:*                *Les Smith*  
*Practice Assessors:*        *Ian Cavanagh*  
*CCI Assessor:*                *Hazel Shaw*  
*Support Staff:*                *Zoe Bailey*  
*Publications Team:*        *Alex Pentecost; Christopher Reeves*  
*Editor:*                         *Alan MacDonald*

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## Scoring – and Summary Table

This report provides percentage scores for each of the ‘practice criteria’ essentially indicating how often each aspect of work met the level of quality we were looking for. In these inspections we focus principally on the Public Protection and Safeguarding aspects of the work in each case sample. Accordingly, we are able to provide a score that represents how often the *Public Protection* and *Safeguarding* aspects of the cases we assessed met the level of quality we were looking for, which we summarise here. We also provide a headline ‘Comment’ by each score, to indicate whether we consider that this aspect of work now requires either **MINIMUM**, **MODERATE**, **SUBSTANTIAL** or **DRASTIC** improvement in the immediate future.

<b><i>Safeguarding score:</i></b>	
This score indicates the percentage of <i>Safeguarding</i> work that we judged to have met a sufficiently high level of quality. This score is significant in helping us to decide whether an early further inspection is needed.	
<b><i>Score:</i></b> <b>75%</b>	<b><i>Comment:</i></b> <b><i>MINIMUM improvement required</i></b>

<b><i>Public Protection – Risk of Harm score:</i></b>	
This score indicates the percentage of Risk of Harm work that we judged to have met a sufficiently high level of quality. This score is significant in helping us to decide whether an early further inspection is needed.	
<b><i>Score:</i></b> <b>69%</b>	<b><i>Comment:</i></b> <b><i>MODERATE improvement required</i></b>

<b><i>Public Protection - Likelihood of Reoffending score:</i></b>	
This score indicates the percentage of Likelihood of Reoffending work that we judged to have met a sufficiently high level of quality.	
<b><i>Score:</i></b> <b>75%</b>	<b><i>Comment:</i></b> <b><i>MINIMUM improvement required</i></b>

We advise readers of reports not to attempt close comparisons of scores between individual areas. Such comparisons are not necessarily valid as the sizes of samples vary slightly, as does the profile of cases included in each area’s sample. We believe the scoring is best seen as a headline summary of what we have found in an individual area, and providing a focus for future improvement work within that area. Overall our inspection findings provide the ‘best available’ means of measuring, for example, how often each individual’s *Risk of Harm to others* is being kept to a minimum. It is never possible to eliminate completely Risk of Harm to the public, and a catastrophic event can happen anywhere at any time – nevertheless a ‘high’ *RoH* score in one inspected location indicates that it is less likely to happen there than in a location where there has been a ‘low’ *RoH* inspection score. In particular, a high *RoH* score indicates that usually practitioners are ‘doing all they reasonably can’ to minimise such risks to the public, in our judgement, even though there can never be a guarantee of success in every single case.

## **Recommendations** (primary responsibility is indicated in brackets)

Changes are necessary to ensure that, in a higher proportion of cases:

- (1) a good quality assessment and plan, using Asset, is completed when the case starts (YOS Manager)
- (2) specifically, a good quality assessment of the individual's vulnerability and *Risk of Harm to others* is completed at the start, as appropriate to the specific case (YOS Manager)
- (3) risk management plans and vulnerability management plans are completed on time and are of good quality. They clarify the roles and responsibilities of staff, and include planned responses to changes in the *Risk of Harm to others* or vulnerability of the child or young person (YOS Manager)
- (4) there is evidence in the file of regular quality assurance by management, especially of screening decisions, as appropriate to the specific case (YOS Manager).

## **Next steps**

An improvement plan addressing the recommendations should be submitted to HM Inspectorate of Probation four weeks after the publication of this inspection report. Once finalised, the plan will be forwarded to the Youth Justice Board to monitor its implementation.

## Service users' perspective

### Children and young people

Twenty-eight children and young people completed a questionnaire for the inspection.

- ◇ All children and young people on community orders said that staff explained what would happen when they came to the YOS.
- ◇ All but two of those who completed our questionnaire felt that the YOS staff had been interested in helping them, and all but one said that staff had listened to what they had to say.
- ◇ All of those who responded remembered discussing their sentence plan and the vast majority remembered being given a copy of their supervision or sentence plan.
- ◇ A majority of respondents reported that as a result of action taken by the YOS, some things had got better for them at school or in getting a job.
- ◇ The vast majority of respondents felt positive about the service given to them and felt they were less likely to reoffend as a result of their involvement with the YOS.
- ◇ One young person told us: *"Because I have seen the impact of my offending on my friends and family I now no longer offend"*.

### Victims

Nine questionnaires were completed by victims of offending by children and young people.

- ◇ All victims felt that the YOS had explained the services it could offer.
- ◇ All but three thought the YOS had taken their needs into account.
- ◇ All victims stated that they had the chance to talk about any worries they had about the offence or about the child or young person who had committed it.
- ◇ Almost half of the victims benefited directly from work done by the child or young person who had committed the offence.
- ◇ All but one respondent felt that the YOS had paid attention to their safety.
- ◇ Overall, five of the nine victims were completely satisfied with the service given by the YOS; the others were mostly satisfied.
- ◇ One victim said: *"The young person is a very difficult boy to deal with. Under the circumstances the YOS have done everything to help"*.



## Sharing good practice

Below are examples of good practice we found in the YOS.

### Delivery and Review of Interventions

General Criterion:  
2.3

David was sentenced to a four month DTO for a street robbery just before he was due to take his GCSE exams. The YOS arranged for a tutor from the school to visit David weekly so he would not fall behind with his studies. David completed his school work in his cell and it was marked by the visiting teacher. On his release from custody David was able to pick up with his studies without being too far behind his classmates. As a result he passed a number of GCSE exams.

### Delivery and Review of Interventions

General Criterion:  
2.3

Mario was given a YRO for possession of an offensive weapon. As part of his order he attended sessions with the Zone substance misuse service which helped him find alternative activities to his drug taking. This included writing poetry. One of his poems, about his grandfather who had passed away won first prize in the under 18 section of a magazine's competition.

### Delivery and Review of Interventions

General Criterion:  
2.9

Mark was convicted of a sexual offence. His case manager liaised closely with the victim worker to ensure that the victim was kept informed and the case manager was able to address any victim safety issues with Mark. This gave the victim a good deal of confidence, and helped the case manager in his victim awareness work with Mark.

### Outcomes

General Criterion:  
3.1

Stacey had a number of convictions for thefts and common assault, most committed with other members of her family. She was referred by her case manager, to the Integrated Resettlement Support (IRS) team which was able to offer support with independent accommodation, including arranging 'floating' support. Through ETE support Stacey completed a six week programme and as a result was provided with a laptop to help her independent learning. IRS also helped Stacey gain a place at a local gym and arranged for her to attend life skills sessions. As a result there was a marked improvement in her behaviour and her general self-esteem.

All names have been altered.

## 1. ASSESSMENT AND SENTENCE PLANNING

### 1.1 Risk of Harm to others (RoH):

**General Criterion:**

*The assessment of RoH is comprehensive, accurate and timely, takes victims' issues into account and uses Asset and other relevant assessment tools. Plans are in place to manage RoH.*

**Score:**

**68%**

**Comment:**

**MODERATE improvement required**

**Strengths:**

- (1) An *RoH* screening was completed in all but six of the cases inspected. The screening was completed on time in all but seven cases.
- (2) We considered the *RoH* classification was correct in 74% of cases.
- (3) A full *RoSH* analysis was completed in 85% of appropriate cases and on time in 80% of these cases.
- (4) In the majority of cases the *RoH* assessment drew adequately on all appropriate information from other agencies.
- (5) In nine out of ten relevant cases a referral was made to MAPPA; all nine were of the right category and level.

**Areas for improvement:**

- (1) Where an *RoH* screening had been done, 47% were not of sufficient quality. Previous offending and behaviour, as well as the range of people potentially at risk from further harmful behaviour, were not always taken into account.
- (2) Of the *RoH* analyses completed, 35% were not of sufficient quality. The most important reasons for this were insufficient detail and analysis of the risk factors involved, and particularly insufficient attention to the risks posed to victims.
- (3) In 13 cases we considered that an RMP should have been completed. However, it had not been done in four of these cases. In the nine cases where an RMP was completed, 38% had not been done on time and only 46% were of sufficient quality. There was effective management oversight of RMPs in 47% of relevant cases.
- (4) Where there was no requirement for an RMP, the need for planning for *RoH* had been recognised in only half the cases and acted upon in 47%.

- (5) Referral to MAPPA was not timely in 50% of MAPPA cases in the sample. This situation arose in part due to local MAPPA guidance, responding to a lack of capacity to take all MAPPA cases. A new MAPPA coordinator and deputy had been appointed and the situation had recently improved.

<b>1.2 Likelihood of Reoffending:</b>	
<b>General Criterion:</b> <i>The assessment of the LoR is comprehensive, accurate and timely and uses Asset and other relevant assessment tools. Plans are in place to reduce LoR.</i>	
<b>Score:</b> <b>68%</b>	<b>Comment:</b> <b>MODERATE improvement required</b>

**Strengths:**

- (1) An initial assessment of LoR had been completed in all but one case and was timely in all but three cases.
- (2) Active engagement to carry out the assessment with the child or young person and parents/carers was evident in 73% and 77% of cases respectively.
- (3) Case managers had often liaised with other relevant agencies to complete the initial assessment of LoR, although this wasn't always well evidenced in the case records.
- (4) The LoR was reviewed at appropriate intervals in 92% of cases.
- (5) In all relevant cases there was an intervention plan or referral order contract, which was timely in 97% of cases.
- (6) In all nine custody cases there was a custodial sentence plan. All plans were completed on time and sufficiently addressed factors related to offending, Case managers were actively and meaningfully involved throughout the custodial planning process. Plans were reviewed at appropriate intervals in all but one case in custody.
- (7) Custodial sentence plans integrated RMPs in all but three relevant cases and took into account Safeguarding needs in all but one.
- (8) Almost all plans or contracts reflected the purpose of sentencing and national standards, while the majority gave a clear shape to the order, set relevant goals and focused on achievable change.
- (9) Intervention plans were reviewed at appropriate intervals in 83% of community and 89% of custody cases.

### **Areas for improvement:**

- (1) The initial assessment of LoR was not completed to a sufficient standard in 37% of cases. The principal reasons for this were insufficient or unclear evidence.
- (2) The YOS had only recently started assessing the learning styles of the children and young people it worked with. As a result, we found that these assessments had been carried out in only 49% of the cases inspected. The child or young person's learning needs and style was incorporated in only 33% of custodial and 21% of community intervention and sentence plans.
- (3) In only 51% of assessments was there evidence that *What do YOU think?* forms had been completed by children and young people and had contributed to the initial assessment of the LoR.
- (4) Community intervention plans and referral order contracts sufficiently addressed offending factors in only 54% of cases.
- (5) The intervention plan in the community incorporated the relevant parts of the RMP in 57% of cases. Objectives were prioritised according to *RoH* in 56%; sequenced according to offending-related need in 40%; and sensitive to diversity issues in 42% of cases.

<b>1.3 Safeguarding:</b>	
<b>General Criterion:</b> <i>The assessment of Safeguarding needs is comprehensive, accurate and timely and uses Asset and other relevant assessment tools. Plans are in place to manage Safeguarding and reduce vulnerability.</i>	
<b>Score:</b> <b>68%</b>	<b>Comment:</b> <b>MODERATE improvement required</b>

### **Strengths:**

- (1) Asset vulnerability screenings were completed in all except five cases (87%), and 84% of them were completed on time.
- (2) The VMP contributed to and informed interventions and all other plans in 71% and 83% of cases respectively.
- (3) The custodial establishment was made aware of vulnerability issues prior to, or immediately on sentence in all relevant cases in the sample. Active liaison and information sharing with the custodial establishment about Safeguarding issues was evidenced in the vast majority of applicable cases.
- (4) Care plans and other Safeguarding documents were on file in all but three relevant cases.

### ***Areas for improvement:***

- (1) The Asset vulnerability screening was completed to a sufficient standard in only 50% of the cases. In 32% of cases, Safeguarding needs were not reviewed as appropriate.
- (2) VMPs were completed in only 58% of cases in which they were required. Where there was a VMP they were timely in only 50% of cases, and were of sufficient quality in 42% of cases. Some VMPs lacked clarity about the roles and responsibilities of staff. In several cases the planned response was inadequate.
- (3) In more than one-third of cases there had not been effective management oversight of the vulnerability assessment.

### **OVERALL SCORE for quality of Assessment and Sentence Planning work: 68%**

#### **COMMENTARY on Assessment and Sentence Planning as a whole:**

With the exception of the nine custody cases the majority of assessments lacked detail and were often a description of the child or young person's circumstances rather than an analysis of the factors linked to offending. Assessments were not seen, by all case managers, as an important tool to drive their work with the child or young person.

Community intervention plans and referral order contracts did not always contain SMART\* objectives and, as a result, interventions were either not delivered as planned, or the case manager had difficulty proving how the work delivered matched the plan.

The YOS had recently moved from specialist units to an end-to-end case management system. Although this would seem to be an appropriate development, it is important that the skills developed by case managers within the custody unit are not lost, but extended to other case managers unused to managing high *RoH* and custody cases.

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\* Specific, Measurable, Appropriate, Realistic, Time Limited

## 2. DELIVERY AND REVIEW OF INTERVENTIONS

### 2.1 Protecting the public by minimising Risk of Harm to others (RoH):

**General Criterion:**

*All reasonable actions have been taken to protect the public by keeping to a minimum the child or young person's RoH.*

**Score:**

**75%**

**Comment:**

**MINIMUM improvement required**

**Strengths:**

- (1) *RoH* was reviewed within the required timescales in 81% of cases.
- (2) MAPPA were used effectively in both custody and the community in all but two applicable cases. MAPPA decisions were clearly recorded, acted upon and reviewed appropriately in all referred cases.
- (3) Case managers and other relevant staff contributed to multi-agency meetings (other than MAPPA) in all nine cases in custody and in all but three cases in the community.
- (4) Purposeful home visits had been carried out throughout the course of the sentence in accordance with the level of *RoH* in 89% of cases and the level of Safeguarding in 92% of cases.
- (5) Appropriate resources had been allocated according to the assessed *RoH* throughout the sentence in all but four cases. Specific interventions to manage *RoH* in the community were delivered in 88% of community and 75% of custody cases. Interventions were reviewed following significant change in 64% of community and all custody cases.
- (6) There was effective management oversight of all but one custody case.

**Areas for improvement:**

- (1) In half the relevant cases changes in *RoH* or acute risk factors were not anticipated, identified swiftly or acted on.
- (2) A full assessment of victim safety was not carried out in 52% of relevant cases, and insufficient priority was given to victim safety in 56% of such cases.
- (3) Despite the high degree of management oversight of *RoH* in custodial cases there was only evidence of the same degree of oversight in 50% of cases in the community.

## 2.2 Reducing the Likelihood of Reoffending:

### **General Criterion:**

*The case manager coordinates and facilitates the structured delivery of all elements of the intervention plan.*

### **Score:**

**84%**

### **Comment:**

**MINIMUM improvement required**

### **Strengths:**

- (1) The YOS had a wide range of high quality interventions at its disposal, covering most issues potentially related to offending. Appropriate resources to address the LoR were allocated to all but one of the cases inspected. We assessed interventions to be of good quality and designed to address LoR in 92% of cases.
- (2) In 86% of cases interventions delivered in the community were implemented in-line with the intervention plan. 92% were designed to reduce LoR. In 78% of cases they were reviewed appropriately.
- (3) Despite the lack of learning style assessments interventions delivered in the community were appropriate to the offender's learning style in two-thirds of cases.
- (4) YOS staff had been involved appropriately in the review of interventions delivered in all custody cases.
- (5) Based on the assessment of the YOS worker, we judged that the initial Scaled Approach intervention level was correct in all the relevant cases.
- (6) In 85% of relevant cases all requirements of the sentence plan had been delivered.
- (7) The YOS worker actively motivated and supported the child or young person throughout the sentence in all nine cases while in custody, and in all but three cases in the community. Positive behaviour was reinforced in a similar proportion of cases.

### **Area for improvement:**

- (1) Notwithstanding the range and quality of interventions, they were not sequenced appropriately in 42% of cases. Interventions also took account of all diversity needs in only 46% of appropriate cases.

### 2.3 Safeguarding the child or young person:

**General Criterion:**

*All reasonable actions have been taken to safeguard and reduce the vulnerability of the child or young person.*

**Score:**

**78%**

**Comment:**

**MINIMUM improvement required**

**Strengths:**

- (1) All necessary immediate action was taken to safeguard and protect the child or young person in the one relevant case in custody, and in 81% of appropriate cases in the community. Action was taken to protect other children and young people in a similar number of cases.
- (2) All necessary referrals to ensure Safeguarding were made to other agencies in all applicable cases in custody, and in all except three relevant cases in the community.
- (3) YOS workers and all relevant agencies worked together during the transition from custody to community to ensure continuity in the provision of mainstream services in the vast majority of cases.
- (4) Specific interventions to promote Safeguarding in the community were included and delivered in 80% of cases, and incorporated those actions to address needs identified in the VMP in all but one relevant case.
- (5) In custody, specific interventions to promote Safeguarding were included, incorporating those needs identified in the VMP, delivered in all relevant cases and reviewed as required in all but one case.
- (6) Effective management oversight of safeguarding and vulnerability in custody was seen in all cases, but only in 61% of cases in the community.
- (7) The well-being of the child or young person was supported and promoted throughout the course of the sentence by all relevant staff in all cases in custody and in 83% of cases in the community.

**Areas for improvement:**

- (1) Interventions aimed at promoting Safeguarding were reviewed as required in only 53% of community cases.
- (2) Effective management oversight of Safeguarding and vulnerability was evident in only 61% of cases in the community.



**OVERALL SCORE for quality of Delivery and Review of Interventions work: 79%**

**COMMENTARY on Delivery and Review of Interventions as a whole:**

The YOS had developed a wide range of high quality interventions, supported by strong partnership working, particularly with the housing support and duplex scheme, physical and mental health services, substance misuse services and the police. We also saw evidence of worksheets being used on a structured, one-to-one basis with children and young people to address offending behaviour including violence, weapons and anger management.

In a new development, assessments by the YOS speech and language therapists had already shown signs of helping children and young people with these needs to make the most of the programmes offered by the YOS.

### 3. OUTCOMES

Our inspections include findings about initial outcomes, as set out in this section. In principle, this is the key section that specifies what supervision is achieving, but in practice this is by necessity just a snapshot of what has been achieved in only the first 6-9 months of supervision, and for which the evidence is sometimes only provisional.

#### 3.1 Achievement of outcomes:

**General Criterion:**

*Outcomes are achieved in relation to RoH, LoR and Safeguarding.*

**Score:**

**74%**

**Comment:**

**MODERATE improvement required**

**Strengths:**

- (1) *RoH* had been successfully managed in 70% of applicable cases.
- (2) Enforcement action had been taken in 79% of cases when required.
- (3) There had been a reduction in the frequency of offending in 80% of cases and in the seriousness of offending in 77%.
- (4) There had been a reduction in risk factors linked to Safeguarding in 63% of relevant cases and all reasonable action had been taken to keep the child or young person safe in 84% of cases.

**Area for improvement:**

- (1) There was limited evidence of a reduction in offending-related factors identified in the initial Asset assessments. For example, in only 2 out of 20 cases where lifestyle was a factor had there been a reduction. The figure for substance misuse was 8 out of 29 (28%), ETE 7 out of 30 (23%) and for thinking and behaviour, 14 out of 37 (38%). Overall there was a reduction in Asset scores in only 58% of cases.

### 3.2 Sustaining outcomes:

**General Criterion:**

*Outcomes are sustained in relation to RoH, LoR and Safeguarding.*

**Score:**

**76%**

**Comment:**

**MINIMUM improvement required**

**Strengths:**

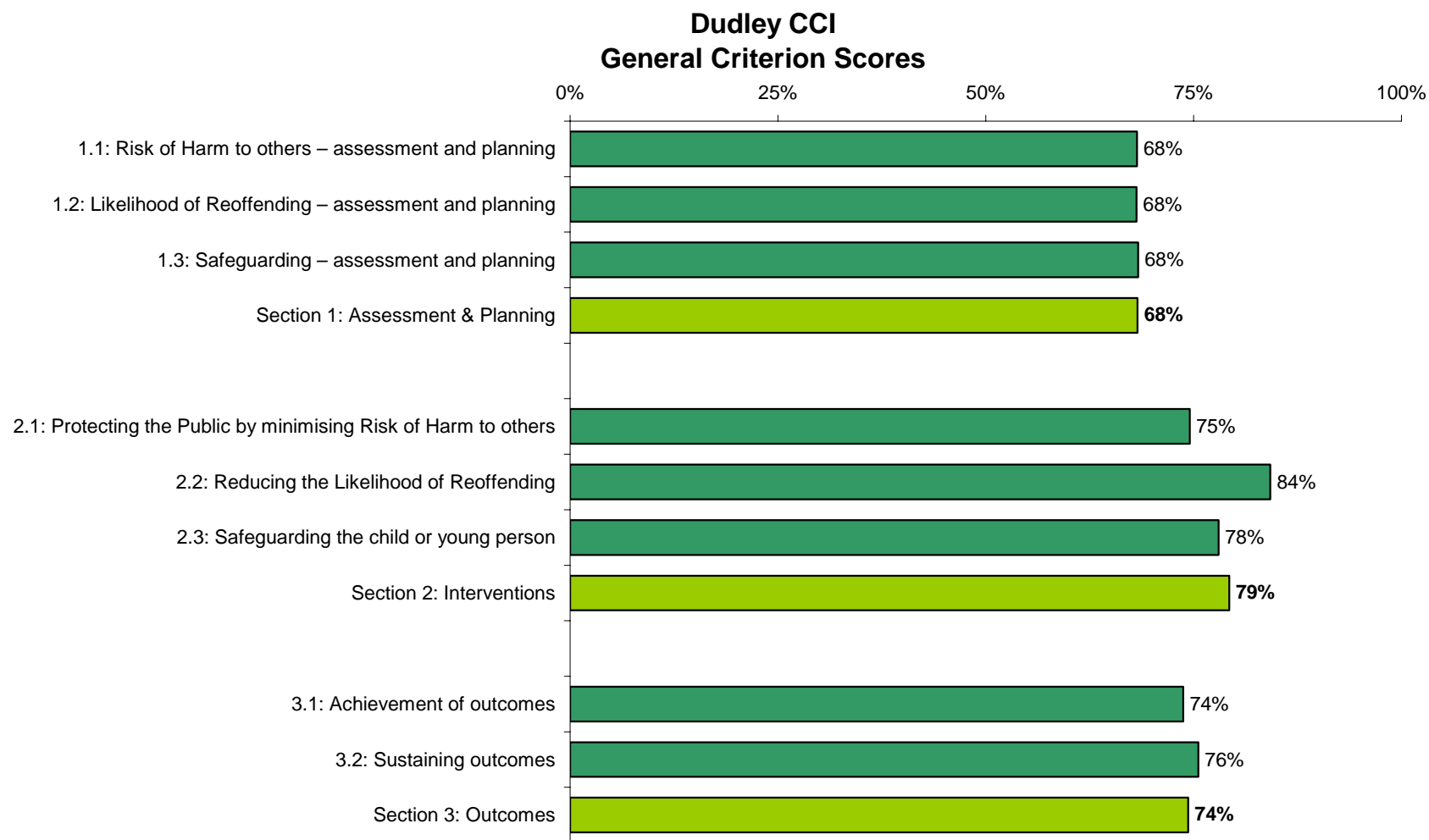
- (1) Full attention had been given to community integration issues in 75% of community and all nine custody cases.
- (2) Action had been taken or plans were in place to ensure that positive outcomes were sustainable in all nine custody cases.

**Area for improvement:**

- (1) In 36% of cases in the community action had not been taken or plans were not in place to ensure that positive outcomes were sustainable.

**OVERALL SCORE for quality of Outcomes work: 74%**

## Appendix 1: Summary



## Appendix 2: Contextual information

### Area

Dudley YOS was located in the *West Midlands* region of England.

The area had a population of 305,155 as measured in the Census 2001, 10.3% of which were aged 10 to 17 years old. This was slightly lower than the average for England/Wales, which was 10.4%.

The population of Dudley was predominantly white British (93.7%). The population with a black and minority ethnic heritage (6.3%) was below the average for England & Wales of 8.7%.

Reported offences for which children and young people aged 10 to 17 years old received a pre-court disposal or a court disposal in 2009/2010, at 25 per 1,000, were below the average for England/Wales of 38.

### YOS

The YOT boundaries were within those of the West Midland police area. The West Midland & Staffordshire Probation Trust and the Dudley Primary Care Trust covered the area.

The YOS was located within the Directorate of Children's Services. It was managed by the Head of Service/Divisional manager.

The YOT Management Board was chaired by the Director of Children's Services. All statutory partners attended regularly.

The YOS Headquarters was in the town of Dudley. The operational work of the YOS was based in Dudley. ISS was provided by a Black Country ISS consortium.

### YJB National Indicator Performance Judgement

The YJB National Indicator Performance Judgement available at the time of the inspection was dated July 2010.

There were five judgements on reoffending; first time entrants; use of custody; accommodation; and employment, education and training.

On these dimensions, the YJB scored Dudley 23 of a maximum of 28 (for English YOTs); this score was judged by the YJB to be performing excellently.

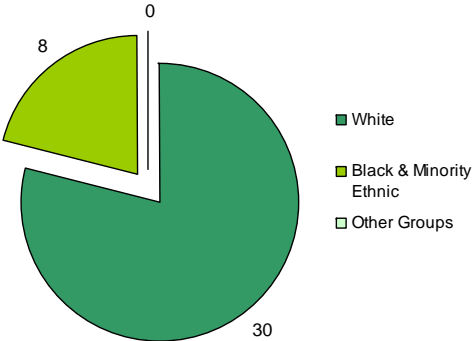
Dudley's reoffending performance was judged by the YJB to be improving significantly and was significantly better than similar *family group* YOTs.

For a description of how the YJB's performance measures are defined, please refer to:

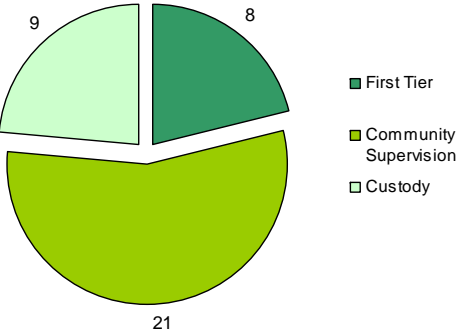
<http://www.yjb.gov.uk/en-gb/practitioners/Monitoringperformance/Youthjusticeplanning/>

# Appendix 3a: Inspection data chart

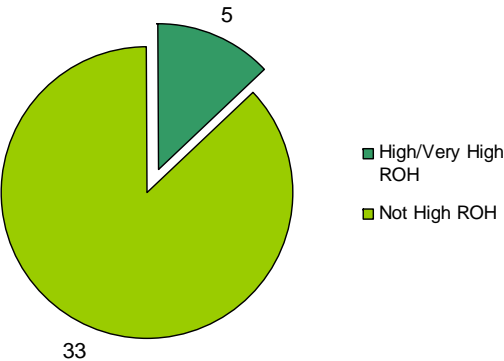
Case Sample: Ethnicity



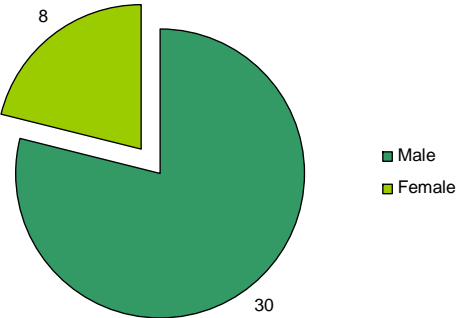
Case Sample: Sentence Type



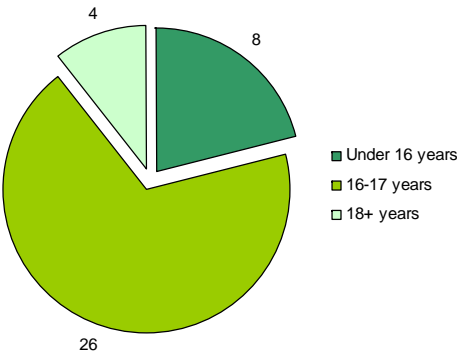
Case Sample: Risk of Harm



Case Sample: Gender



Case Sample: Age at start of Sentence



## **Appendix 3b: Inspection data**

Fieldwork for this inspection was undertaken at the end of November/beginning of December 2010

The inspection consisted of:

- ◇ examination of practice in a sample of cases, normally in conjunction with the case manager or other representative
- ◇ evidence in advance
- ◇ questionnaire responses from children and young people, and victims

We have also seen YJB performance data and assessments relating to this YOS.

## **Appendix 4: Role of HMI Probation and Code of Practice**

Information on the Role of HMI Probation and Code of Practice can be found on our website:

**<http://www.justice.gov.uk/inspectorates/hmi-probation>**

The Inspectorate is a public body. Anyone wishing to comment on an inspection, a report or any other matter falling within its remit should write to:

*HM Chief Inspector of Probation  
2nd Floor, Ashley House  
2 Monck Street  
London, SW1P 2BQ*

## Appendix 5: Glossary

ASB/ASBO	Antisocial behaviour/Antisocial Behaviour Order
Asset	A structured assessment tool based on research and developed by the Youth Justice Board looking at the young person's offence, personal circumstances, attitudes and beliefs which have contributed to their offending behaviour
CAF	Common Assessment Framework: a standardised assessment of a child or young person's needs and of how those needs can be met. It is undertaken by the lead professional in a case, with contributions from all others involved with that individual
CAMHS	Child and Adolescent Mental Health Services: part of the National Health Service, providing specialist mental health and behavioural services to children and young people up to at least 16 years of age
Careworks	One of the two electronic case management systems for youth offending work currently in use in England and Wales. See also YOIS+
CRB	Criminal Records Bureau
DTO	Detention and Training Order: a custodial sentence for the young
Estyn	HM Inspectorate for Education and Training in Wales
ETE	Education, Training and Employment: work to improve an individual's learning, and to increase their employment prospects
Family Group	Used by the YJB for comparative performance reporting, this is a group of YOTs identified as having similar characteristics
FTE	Full-time equivalent
GCSE	General Certificate of Secondary Education
HM	Her Majesty's
HMIC	HM Inspectorate of Constabulary
HMI Prisons	HM Inspectorate of Prisons
HMI Probation	HM Inspectorate of Probation
Interventions; <i>constructive</i> and <i>restrictive</i> interventions	<p>Work with an individual that is designed to change their offending behaviour and/or to support public protection.</p> <p>A <i>constructive</i> intervention is where the primary purpose is to reduce Likelihood of Reoffending.</p> <p>A <i>restrictive</i> intervention is where the primary purpose is to keep to a minimum the individual's <i>Risk of Harm to others</i>. Example: with a sex offender, a <i>constructive intervention</i> might be to put them through an accredited sex offender programme; a <i>restrictive intervention</i> (to minimise their <i>Risk of Harm</i>) might be to monitor regularly and meticulously their accommodation, their employment and the places they frequent, imposing and enforcing clear restrictions as appropriate to each case. NB. Both types of intervention are important</p>
ISS	Intensive Supervision and Surveillance: this intervention is attached to the start of some orders and licences and provides initially at least 25 hours programme contact including a substantial proportion of employment, training and education
ISSP	Intensive Supervision and Surveillance Programme: following the implementation of the Youth Rehabilitation Order this has been superceded by ISS
LoR	Likelihood of Reoffending. See also <i>constructive</i> Interventions



LSC	Learning and Skills Council
LSCB	Local Safeguarding Children Board: set up in each local authority (as a result of the Children Act 2004) to coordinate and ensure the effectiveness of the multi-agency work to safeguard and promote the welfare of children in that locality.
MAPPA	Multi-Agency Public Protection Arrangements: where probation, police, prison and other agencies work together locally to manage offenders who pose a higher <i>Risk of Harm to others</i>
Ofsted	Office for Standards in Education, Children's Services and Skills: the Inspectorate for those services in England (not Wales, for which see Estyn)
PCT	Primary Care Trust
PPO	Prolific and other Priority Offender: designated offenders, adult or young, who receive extra attention from the Criminal Justice System agencies
Pre-CAF	This is a simple 'Request for Service' in those instances when a Common Assessment Framework may not be required. It can be used for requesting one or two additional services, e.g. health, social care or educational
PSR	Pre-sentence report: for a court
RMP	Risk management plan: a plan to minimise the individual's <i>Risk of Harm</i>
<i>RoH</i>	<i>Risk of Harm to others</i> . See also <i>restrictive Interventions</i>
<i>'RoH work', or 'Risk of Harm work'</i>	This is the term generally used by HMI Probation to describe work to protect the public, primarily using <i>restrictive interventions</i> , to keep to a minimum the individual's opportunity to behave in a way that is a <i>Risk of Harm to others</i>
RoSH	Risk of Serious Harm: a term used in Asset. HMI Probation prefers not to use this term as it does not help to clarify the distinction between the <i>probability</i> of an event occurring and the <i>impact/severity</i> of the event. The term <i>Risk of Serious Harm</i> only incorporates 'serious' impact, whereas using ' <i>Risk of Harm</i> ' enables the necessary attention to be given to those offenders for whom lower <i>impact/severity</i> harmful behaviour is <i>probable</i>
Safeguarding	The ability to demonstrate that all reasonable action has been taken to keep to a minimum the risk of a child or young person coming to harm.
SIFA	Screening Interview for Adolescents: Youth Justice Board approved mental health screening tool for specialist workers
SQIFA	Screening Questionnaire Interview for Adolescents: Youth Justice Board approved mental health screening tool for YOT workers
VMP	Vulnerability management plan: a plan to safeguard the well-being of the individual under supervision
YJB	Youth Justice Board for England and Wales
YOI	Young Offenders Institution: a Prison Service institution for young people remanded in custody or sentenced to custody
YOIS+	Youth Offending Information System: one of the two electronic case management systems for youth offending work currently in use in England and Wales. See also Careworks
YOS/T	Youth Offending Service/Team