



## **Jersey Probation and After-Care Service**

The Jersey Probation and After-Care Service exists to provide the Parishes, Courts and prisons with a high quality information service and to supervise those offenders entrusted to it in order to reduce re-offending, allow restitution and protect the public. In Family proceedings and other matters concerning children, The Jersey Family Court Advisory Service serves the Royal Court by providing reports and advice, which represent the best interest of the child.

## **Annual Report for 2014 and Business Plan for 2015**

## **Probation Board**

The Probation and After-Care Service is a department of Jersey's Judiciary. The Probation Board is appointed by the Bailiff on behalf of the Royal Court to oversee the work of the Service and consists of five Jurats (elected Judges of the Royal Court of Jersey).

### **Probation Board membership – January 2015**

**Chairman of Probation Board**  
*Jurat J M Clapham - Lieutenant Bailiff*

*Jurat G W Fisher: Jurat P Nicolle: Jurat C Crill:*

*Jurat GJ Grime*

## **Probation Board Chairman's Foreword**

2014 has been, as always, a busy and challenging year for the Jersey Probation and After Care Service. It has also been a successful year and it is heartening to note from the Chief Probation Officer's report that the feedback from clients who have completed Probation Orders and Community Service clearly indicates this success.

The purpose of Probation Orders is to engage offenders in a programme of both reflecting on all aspects of their conduct and of learning the skills to enable them to start or return to a life in the community as positive law abiding individuals. If there is a successful outcome to a Probation Order, and the statistics show that this is more often than not the case that is a benefit not only to the individual but to the whole community. The Probation Officers' work tirelessly, enthusiastically and sensitively to achieve this end, always looking for just the right way to engage even the most difficult of clients. The Courts are also greatly assisted by their perceptive well written reports.

Community Service, which is a direct alternative to custody, not only punishes offenders by depriving them of their free time but also has the collateral effect, again borne out by the statistics, of maintaining, or even introducing, the work ethic and teaching new skills thereby encouraging the offender to return to a positive, non-offending life. It is interesting to note from the report the number and variety of agencies which offer facility for Community Service and the service is extremely grateful to them. The undoubted success of this form of sanction in reducing re-offending is due in large measure to its manager and his staff.

The Jersey Family Court Advisory Service continues to develop. It is a hugely important service to the Island supporting families in both public and private law cases and increasingly taking on the role of Guardian in public law cases which role previously had to be discharged at considerable expense by UK professionals.

The Board has been impressed by the whole hearted commitment of every department of the service to constant review of its practices and to continuous professional development and further education enabling career progression within the service. A number of staff have achieved significant academic success in the past year.

The Board has been equally impressed by the very careful financial management of the Service which has always worked within budget and achieved economies without compromising the excellent service it gives its clients, the Courts and the whole community.

This has been my last year as a member of the Board. It has been a privilege and a pleasure to be just a very small part of this happy, cohesive, effectively led team. I applaud them for all they have achieved this year and wish them continued success in their challenging work.

Jurat J M Clapham  
**Lieutenant Bailiff**

# Glossary of Abbreviations

ACPO	Assistant Chief Probation Officer
APO	Assistant Probation Officer
BASS	Building a Safer Society; interagency strategy approved by the States of Jersey in 2004 and 2009.
BOTO	Bound Over with treatment order
CAFCASS	Statutory body working with children and families in Family Court proceedings in England and Wales
CEP	European Probation Organisation
CMA	Case Management Assistant
CPG	Children's Policy Group of Ministers
CPO	Chief Probation Officer
CREDOS	An international group of academics and senior managers researching Probation effectiveness
CSO	Community Service Order
CSR	Comprehensive Spending Review; States of Jersey resource allocation process
DAISy	Data Analysis and Information System - computerised case management and management information system
ESC	Education Sport and Culture Department of the States of Jersey
HCR20	Assessment used with violent offenders
HA	Home Affairs Department of the States of Jersey
H and SS	Health and Social Services Department
HMIP	Her Majesty's Inspectorate of Probation
ICT	Information and Communications Technology
JFCAS	Jersey Family Court Advisory Service
JMAPPA	Jersey Multi Agency Public Protection Arrangements

JLIB	Jersey Legal Information Board
JPACS	Jersey Probation and After Care Service
Jurat	Royal Court Judge of fact and sentencer
KPI	Key Performance Indicator
LSI-R, LSI CMI,	Risk assessment systems used or under consideration by the JPACS
MARAC	Multi Agency process to safeguard high risk victims of domestic violence
NOMS	National Offender Management Service incorporating Probation in England
OASyS	Risk Assessment and Case Management system used by the National Offender Management Service
OINTOC	Offending Is Not the Only Choice – skills based cognitive behavioural programme for offenders, used by JPACS
PO	Probation Officer
RAMAS	Risk Assessment Management and Audit Systems; an interagency method for assessing and managing those people most likely to harm themselves or others
RJ	Restorative Justice
Risk Matrix 2000	Assessment tool used with sex offenders
SAO7	Assessment tool used with sex offenders
SER	Social Enquiry Report
Stand-down report the	An assessment carried out by the Duty Probation Officer in Court at the Magistrate's request.
UNCRC	United Nations Convention on the Rights of the Child
VS	Voluntary Supervision

## **KEY PIECES OF LEGISLATION**

**The key pieces of legislation giving authority to the Jersey Probation and After-Care Service are as follows:**

Loi (1937) sur l'atténuation des peines et sur la mise en liberté surveillée. (Probation Law)

Criminal Justice (Community Service Orders) (Jersey) Law 2001

Criminal Justice (Young Offenders) (Jersey) Law 1994

Children (Jersey) Law 2002

Matrimonial Causes (Jersey) Law 1949

Adoption (Jersey) Law 1961

Sex Offenders (Jersey) Law 2010

## **Chief Probation Officer's Report**

Chairman and Members of the Probation Board of the Royal Court, I have the pleasure of submitting the Jersey Probation and After-Care Service (JPACS) Annual Report for 2014 and the Business Plan for 2015.

The workload of JPACS increased in 2014 reversing decreases seen in recent years. Whilst crime overall continues to fall, some of the types of offence which result in Court reports and supervisions have either remained static or increased. In particular the focus on encouraging the reporting of violence in domestic settings and pursuing prosecutions has resulted in a substantial increase in this area of work for JPACS. It is also disappointing to note an increase the numbers of children appearing in Court, albeit to levels well below that seen prior to 2010.

JPACS continually monitors the quality and effectiveness of its work and aims to continually improve services. In 2014 we received encouraging feedback from both clients completing Probation Orders and Community Service and from Community Service beneficiaries about the work we do. The results are published as appendices to this report and separately on our website [www.probation.je](http://www.probation.je) We acted on last year's Community Service client feedback to improve our toilet facilities on work sites, which has also increased productivity, and to improve our briefings to Community Service workers on the value of projects to our community.

Probation Supervision continues to help people make changes to improve their lives and reduce further victims of crime 68% of Probationers had reduced their likelihood of reconviction by the end of their Orders as measured by a locally validated internationally used assessment tool. Only 17.6% of Probationers were re-sentenced for reoffending or failure to comply or had their arrest ordered by the Court pending sentence. The percentage of released prisoners remaining in contact with their supervising Probation Officer also increased to 28%. When combined with those prisoners who were supervised by JPACS on Young Offenders Licence, Home Detention Curfew or other forms of temporary release 73% received a post release service. A proportion of the remainder were monitored through interagency JMAPPA processes.

The result of an inspection into Social Enquiry Report practice completed at the end of 2013 was presented to the Probation Board in 2014 and a number of minor changes introduced as a result. In 2014 the JFCAS team conducted a review of child protection work in Probation practice. The results of which were presented to the Probation Board in January 2015. Whilst the results were reassuring as always these reviews have led to changes and improvements in practice. The planned inspection of JFCAS private law work was deferred until 2015, as a result of an unexpected need to continue a secondment into Victim Support Jersey and will provide a valuable first review of a Service which was established in 2010.

Training and continuous professional development are critical to our success. In 2014 the peer review of recorded client supervision sessions increased. This increase will continue in 2015 and is a useful tool for Probation Officers to develop their supervision skills. More than 20 other Probation, Social Work and Corrections Services worldwide have now read research and downloaded the materials developed by JPACS and Swansea University which underpin this work.

Ms Maurilia Veloso, Trainee and Assistant Probation Officer completed her distance learning Social Work Degree with Robert Gordon University. She is completing the post qualification development necessary prior to being recommended to the Royal Court for appointment as Délégué (Probation Officer) in 2015. Ten days training and client consultancy was provided to the Probation Officer team by Dr David Briggs, forensic clinical psychologist in working with sexual and violent offenders; this is a long standing arrangement which is of great value in working with these client groups.

The French Government debated significant changes to its Probation system in 2014 and to illustrate that debate a French National network, TV3 came to film the work of JPACS for their news broadcast. We are also due to host representatives from the French national training college for Probation in 2015.

JPACS is a member of the CEP the European Probation Organisation and in 2014 that organisation's "Probation in Europe" reference book was updated to include a chapter on JPACS, a detailed piece of work which documents the Service's work for the criminal justice system in detail for the first time.

There was continuing uncertainty about the future of services for victims of crime during 2014 with a more integrated service being planned by the key agencies in this area but no decisions being made. Victim Support Jersey has not recruited a permanent manager in order to facilitate change with JPACS seconding a member of staff as acting manager in the interim. This arrangement has continued for longer than envisaged. JPACS has also funded the production of a costed plan for a new Victim Services agency. It is hoped that the States of Jersey will find a clear way forward in 2015, but it does demonstrate the commitment by JPACS to the needs of victims of crime.

More positive news was the extension of the United Nations Convention on the Rights of the Child (UNCRC) to Jersey and the States Assembly amending the Young Offenders Law, to allow greater flexibility in the placing of those few children remanded or sentenced to custody by the Courts. The latter legislation still requires the drafting of Rules before it can come into effect during 2015. JPACS has led much of the work to bring in these important developments.

The financial climate remains challenging. 2014 saw the last year of the cuts made as the result of the States of Jersey's Comprehensive Spending Review (CSR). In addition to our CSR obligations, as I wrote last year savings made by our JFCAS service in respect of absorbing public law Guardian work have reduced that expenditure to one fifth of what it was previously, a reduction which seems likely to

be sustainable. 2015 sees a further 2% cut in the JPACS revenue budget with further expenditure cuts being likely in future years. JPACS has always reviewed its cost base and made efficiencies where possible, using these savings to fund developments in service elsewhere but in recent years this has not been realistic, leading to delays in finding solutions. Whilst it is right that JPACS plays its part in improving the efficiency of the public sector as a whole there is a point at which the quality of the service provided is compromised. It is to be hoped that our efforts in making significantly greater savings than required in recent years will be recognised when further cuts are contemplated. The work of JPACS saves significant costs both financial and human elsewhere and that is our biggest contribution to corporate efficiency.

A sad piece of news in 2014 was the death of former Chief Probation Officer, Mr Patrick Fenoughty who joined JPACS in 1967 and retired in 1986. Amongst other achievements Mr Fenoughty initiated the trainee Probation Officer scheme and Community Service. He was also the joint founder of what is now the Shelter Trust.

Finally and most important of all I thank all the staff and volunteers of JPACS. Our success as a service is due to their commitment, skills and hard work.

**Brian Heath**  
**Chief Probation Officer**  
**20 January 2015**

## **Aims and Key Performance Indicators for 2013 – 2015**

- 1. To provide an information and assessment to the Parish Halls, Criminal and Family Courts, H.M Lieutenant Governor and Prisons, which are accurate, timely, and aid decision making.**

This will be achieved and measured by:

- i) Having published standards detailing the structure and process for the production of reports and assessments.
- ii) Conducting inspections into reports for both the criminal justice and family Court arenas, which include the views of service users and those who receive reports and assessments.
- iii) Ensuring all written reports are peer reviewed prior to submission.

### **2014 Objectives and outcomes:**

- i) To implement any recommendations from the 2013 inspection – Achieved and Service procedures updated.
- ii) To review the quality of Reports for the Family Division of the Royal Court – Held over until 2015 and replaced with a review of child protection within Probation Supervision.
- iii) To review with the Customs and Immigration Service the format of reports for the Lt. Governor in deportation matters – achieved.

### **2015 Objectives:**

- i) To review the quality of Reports for the Family Division of the Royal Court through an externally validated inspection.

- 2. To provide supervision services to the Parish Halls, Courts and Prisons which assist people effectively to make positive changes in their lives which reduce re offending**

**This will be achieved and measured by:**

- i) Having published evidence based standards for supervision which reflect the expectations of the Centeniers, Courts and the Prison authorities who entrust people to our care.

- ii) Using the LSI-R likelihood of reoffending measure at the beginning and the end Probation Orders to measure change and producing at least one reconviction study in conjunction with an academic institution which measures actual reconviction rates for the range of measures used by the Courts.
- iii) Ensuring that all members of staff receive appropriate training, resources and supervision in line with the evidence about effective practice.
- iv) Conducting inspections into Family Court work and into Probation work at H.M. Prison, La Moye.

#### **2014 Objectives and outcomes:**

- i) Conduct an inspection into JFCAS work for the Family Division of the Royal Court - Held over until 2015 and replaced with a review of child protection within Probation Supervision.
- ii) To continue the implementation of peer reviewed client supervision sessions and the input of a specialist Forensic Clinical Psychologist to maintain and improve Probation Officer skills – Achieved.
- iii) To increase the proportion of prisoners taking up Voluntary After Care – Achieved.

#### **2015 Objectives**

- i) Conduct an inspection into JFCAS work for the Family Division of the Royal Court.
- ii) To increase the number of peer reviewed client interviews.
- iii) To maintain the proportion of prisoners taking up Voluntary After Care.
- iv) To publish a reconviction study into the effectiveness of Probation supervision.
- v) To work with the Home Affairs Department to produce a sustainable solution for the delivery of the Adapt Domestic Violence programme.

**3. To provide monitoring and where necessary timely enforcement action to assist in the protection of the public from further offending.**

This will be achieved and measured by:

- i) Having fair, clear and transparent written compliance and enforcement policies.
- ii) Sharing information with other agencies when it is reasonable and proportionate to do so for the protection of the public.
- iii) Conducting inspections into Community Service and Probation work at HM Prison La Moye and contributing to reviews of the Jersey Multi Agency Public Protection Arrangements established under the Sex Offenders Jersey Law.

**2014 Objectives and outcomes:**

- i) To contribute to the MARAC process for the protection of high risk domestic violence victims – Achieved.
- ii) To encourage a “Lean” review of multi-agency risk management bodies in conjunction with partner agencies – Unsuccessful although a review of JMAPP multi-agency processes will take place in 2015.

**2015 Objectives:**

- i) To contribute to a review of JMAPP multi-agency processes.
- ii) To work with the England and Wales authorities to improve the processes governing short term travel by UK prisoners on licence to Jersey.

**Significant other work in 2014:**

- i) Victim services review paper funded and summary report prepared in partnership with the Manager States of Jersey Police Criminal Justice Department for approval by the Criminal Justice Systems Board.
- ii) Assistant Probation Officer Mrs Barbara Machon seconded part time to Victim Support Jersey.
- iii) Paper on the future of the ADAPT domestic violence programme prepared for the Home Affairs Department.
- iv) Review of child contact centre provision commenced at the request of the Chief Minister’s Department.

- v) Audit conducted of Child Protection policy and practice including an internal inspection into child protection in Probation Supervision.
- vi) Initiated a project to rewrite or replace DAISy the JPACS and Court Services case management and management information system.
- vii) Criminal Justice work of JPACS was described in detail in writing for the first time in "Probation in Europe" which also audited the service against the standards set by the Council of Europe's European Probation Rules.
- viii) A succession planning document was approved by the Probation Board.
- ix) [www.probation.je](http://www.probation.je) was updated in preparation for Freedom of Information legislation. (Whilst JPACS is not captured by this legislation it is intended to abide by the spirit of this law).
- x) Together with the States of Jersey Police and the Health and Social Services Department agreed a protocol for action when a child is arrested and unable to return home.
- xi) Together with the Deputy Judicial Greffier and the Law society developed an improved mechanism for the appointment of Advocates for children in Public law proceedings.
- xii) Published feedback from Probationers and Community Service workers on [www.probation.je](http://www.probation.je) and collated feedback from beneficiaries of Community Service work (to be published in 2015).

**Other 2015 Objectives:**

- i) For a Health and Safety audit to take place and an action plan produced to implement recommendations.
- ii) To ensure that the changes to the Criminal Justice (1994) Young Offenders (Jersey ) Law which increase flexibility in placement of children placed in custody comes into effect through assisting with drafting of the associated Rules.
- iii) To publish feedback from Probationers, Community Service workers and beneficiaries of Community Service on [www.probation.je](http://www.probation.je)
- iv) To continue to support Victim Support Jersey until there is a decision about the future of victim services in Jersey and similarly to support Adapt until a decision is forthcoming about its future.

# JPACS

## Annual Statistical Summary 2014

### 1. Work for the Criminal Justice System

#### Court Reports:

**Social Enquiry Reports** - Overall there has been a 12.5% increase in the total number of SERs produced for the Courts. The breakdown reveals a 24% increase in Youth Court reports, 15% increase in Magistrate's with Royal Court numbers remaining static:

<b>Social Enquiry Reports</b>					
<b>Court</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
Youth Court	53	47	15	28	37
Magistrate's Court	221	248	272	263	303
Royal Court	137	119	106	100	100
<b>Total</b>	<b>411</b>	<b>414</b>	<b>393</b>	<b>391</b>	<b>440</b>

Verbal "stand-down" reports have increased by 26% compared to last year but lower than in previous years:

<b>Stand-downs</b>					
<b>Court</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
Youth Court	21	15	14	5	12
Magistrate's Court	86	89	110	63	74
<b>Total</b>	<b>107</b>	<b>104</b>	<b>124</b>	<b>68</b>	<b>86</b>

#### **Other reports:**

12 Deportation Reports were prepared for the Immigration Department compared to 35 for the same period in 2013, representing a 66% decrease.

1 Sex Offender Notification report was written in the period, the majority of these now being incorporated into the body of the SER.

A total of 539 reports have therefore been prepared for the Courts under the various categories during 2014, representing a 9% increase on the 494 reports completed in 2013. (2012 total was 537).

### **Probation Supervision:**

The number of new Probation Orders rose by 34%. The number of Orders from Youth Court has more than doubled compared to 2013; however 6 individuals have had 15 orders between them:

<b>New Probation Orders</b>					
<b>Court</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
Youth Court	35	29	22	15	36
Magistrate's Court	94	113	114	115	136
Royal Court	25	18	15	18	27
<b>Total</b>	<b>154</b>	<b>160</b>	<b>151</b>	<b>148</b>	<b>199</b>

The main offence groups for new supervisions were for violence at 35%, followed by public order offences (14%), drug offences (11.5%), road traffic (11%) and larceny (9%). *(This is measured by the main offence only, although an individual may have multiple offences).*

The gender split for those placed on Probation in 2014 is 88.5% male and 11.5% female, compared to 83% male and 17% female in 2013.

### **Community Service Orders:**

Overall a 12% increase in the number of Community Service Orders imposed, the increases being most prominent in Royal and Youth Court:

<b>New Community Service Orders</b>					
<b>Court</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
Youth Court	20	9	5	5	9
Magistrate's Court	161	182	188	152	154
Royal Court	38	27	28	24	39
<b>Total</b>	<b>219</b>	<b>218</b>	<b>221</b>	<b>181</b>	<b>202</b>

The main offence group continues to be those committed under the Road Traffic Law at 36%, followed by violence (25%), drug offences (20%), fraud/forgery (4%) with public order offences and breaking/entry being on a par at 3% each.

The gender split for those placed on Community Service mirrors that of last year, namely 87% male, 13% female.

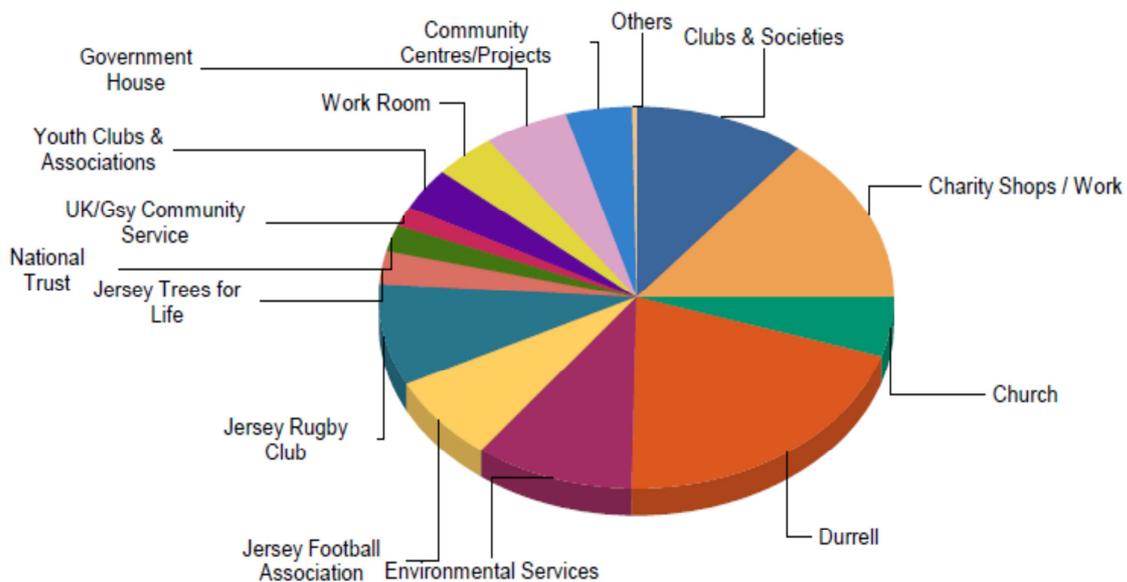
There was a 15% increase in the total number of CS hours ordered compared to 2013:

<b>CS Orders</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
Hours ordered	23587	21546	22743	18287	20996
Hours worked	20577	20151	19441	20129	18531
Average order length	106	98	101	101	104

37% of Orders were in the 51-100 hour bracket, compared to 50% last year.

28% of CS Orders were undertaken on individual placements, which include those who perform light duties in the Probation workroom, on a par with last year.

### Hours Worked 2014 by project



**Breakdown of Hours worked by project:**

Category	CS Hours worked				
	2010	2011	2012	2013	2014
Clubs & Societies	553.00	560.50	1968.50	1840.00	1968.50
Charity Shops / Work	2267.00	2098.00	1069.00	1928.50	2650.00
Church (previously 'Others')	-	932.50	1105.50	989.50	892.50
Durrell	2797.50	5026.00	2515.00	4191.00	3722.00
Environmental Services	4290.00	2583.00	2814.00	2693.50	1864.50
Friends of Val de la Mare	887.00	381.00	0.00	0.00	0.00
Government House	219.50	202.50	601.00	577.00	957.50
Jersey Football Assoc.	1524.00	1714.00	2340.00	1907.50	1315.00
Jersey Rugby Club	1321.00	1646.50	1494.00	1470.50	1556.00
Trees for Life	474.00	857.00	729.00	352.50	525.00
National Trust	1246.50	675.00	1004.50	515.00	427.50
Community Centres/Projects (formerly Parish & Community Facilities)	40.00	15.00	0.00	1542.50	751.00
Residential Charities	0.00	90.00	0.00	0.00	0.00
UK/Gsy Community Service	0.00	298.50	323.00	140.00	308.00
Youth Clubs & Associations	1030.00	414.00	571.00	428.50	652.50
CS Workroom	938.50	684.00	607.00	547.50	737.50
Others	2625.50	1766.50	2320.00	957.00	55.50
<b>Total</b>	<b>20,446.00</b>	<b>19,944.00</b>	<b>19,461.50</b>	<b>20,080.50</b>	<b>18,383.00</b>

(Some projects formerly termed as 'Other' category have been moved to the relevant Category group e.g. Community Projects)

## Other Community Supervisions:

### Children/Young people:

- 2 Binding Over Orders with a condition to undertake Restorative Justice (RJ) were imposed compared to 7 in 2013, (1 in 2012; 5 in 2011).

### Adults:

- 3 Bind Overs with a condition to undertake RJ were imposed, on a par with 2013, (9 in 2012 and 2 in 2011).
- 6 Bind Overs with a Treatment Option compared to 5 in 2013, (7 in 2012; 9 in 2011)..
- The use of Voluntary Supervision remained static at 8 adult clients (12 in 2012; 16 in 2011).
- No new Suspended Supervision Orders were imposed in 2014.

## Custodial Supervision:

New custodial supervisions have dropped by 20% compared to the previous year indicating a reduction in the number of prison sentences imposed.

	2010		2011		2012		2013		2014	
	Adult	Yth	Adult	Yth	Adult	Yth	Adult	Yth	Adult	Yth
Youth Crt	0	4	0	3	0	0	0	0	0	1
Mag's Crt	16	1	16	2	14	1	19	0	13	0
Royal Crt	70	15	72	9	61	7	74	4	61	3
<b>Sub total</b>	<b>86</b>	<b>20</b>	<b>88</b>	<b>14</b>	<b>75</b>	<b>8</b>	<b>93</b>	<b>4</b>	<b>74</b>	<b>4</b>
	<b>106</b>		<b>102</b>		<b>83</b>		<b>97</b>		<b>78</b>	

Note: Youth custodial supervision applies to those aged 21 and under

## Releases and assessments:

67 prisoners on sentences of more than 6 months (4 months for under 21s) were released during 2014 compared to 86 the previous year. Of those released, 60% were on some form of supervision compared to 30% in 2013:

Releases	2010	2011	2012	2013	2014
YOI Licence	15	13	11	3	2
Home curfew	15	12	11	10	10
Voluntary After Care	23	27	21	13	28
Released no further supervision	45	65	61	60	27
<b>Total</b>	<b>98</b>	<b>117</b>	<b>104</b>	<b>86</b>	<b>67</b>

Pre-release reports – a slight (7%) overall decrease compared to last year, with a general decline in ROTL reports seen over the past 5 years :

Report type:	2010	2011	2012	2013	2014
ROTL	60	55	64	34	29
Home Curfew	26	17	12	13	15
<b>Total</b>	<b>86</b>	<b>72</b>	<b>76</b>	<b>47</b>	<b>44</b>

**LSI-R profiles (The LSI-R is a locally validated internationally accepted measurement of the likelihood of reconviction):**

	Band	2013 - %	2014 - %
PO	Low	20	29
	Medium	40	30
	High	36	36.5
	No data	4	4.5
CSO	Low	56	55
	Medium	20	16
	High	17	23
	No data	7	6

**Terminations / LSI-R:**

68% of Probation Orders terminated during the period displayed a decrease in LSI-R score. (This is based on 119 terminations; there were a total of 148 in the period, the remainder being either score pending or marked as '99').

This compares with previous years as follows:

LSIR	No. of orders terminated	Decrease %	Increase %	No change %
<b>2014</b>	119	68	24.4	7.6
<b>2013</b>	92	59	35	6
<b>2012</b>	135	59	31	10
<b>2011</b>	122	57.4	34.4	8.2
<b>2010</b>	165	55.1	32.1	12.8
<b>2009</b>	153	61.5	31.4	7.1

### Completions – Probation Orders:

Of the 148 orders terminated this year, the reasons are as follows:

	<b>2014</b>	<b>%</b>
<b>Completed (expiry date reached)</b>	102	69
<b>Further offence – terminated early</b>	24 (12 of which placed on new PO)	16.2
<b>Failed to comply with requirements – terminated early</b>	11 (3 of which placed on new PO)	7.4
<b>Terminated early for good progress</b>	3	2
<b>Failed to Appear – arrest ordered</b>	3	2
<b>Breached – arrest ordered</b>	3	2
<b>Client died</b>	2	1.4
<b>Total</b>	148	100

i.e. 26 out of the 148 (17.6%) Probation Orders terminated early due to breach with the client being resentenced or having their arrest ordered.

### Parish Hall Enquiries:

Parish Hall Enquiries have dipped slightly from 281 cases in 2013 to 263 in 2014 (6%):

	2010	2011	2012	2013	2014
PHE - Grouville	7	5	2	3	3
PHE - St. Brelade	22	16	10	24	17
PHE - St. Clement	22	30	66	35	30
PHE - St. Helier	153	168	187	167	154
PHE - St. John	0	4	0	1	0
PHE - St. Lawrence	4	14	9	5	9
PHE - St. Martin	5	4	13	1	5
PHE - St. Mary	0	2	4	5	6
PHE - St. Ouen	10	3	6	2	4
PHE - St. Peter	8	5	12	12	10
PHE - St. Saviour	55	45	39	26	24
PHE - Trinity	2	3	2	0	1
<b>Total</b>	<b>288</b>	<b>299</b>	<b>350</b>	<b>281</b>	<b>263</b>

160 (61%) of Parish Hall cases were first offenders, slightly up from last year (57%).

Road traffic continues to be the main offence group at 51%, followed by public order (16%), larceny (12%), malicious damage (8%) and drugs offences (5%).

Acts of violence have dropped from 8% (22 cases) in 2013 to 3% (9 cases) in 2014.

18 cases were sent from Parish Hall to Youth Court during 2014, a similar number to 2013, with 2 cases being sent to Magistrate's Court.

Overall supervisions from Parish Hall are down by 18% from 2013:

<b>Supervision type:</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
Deferred dec with RJ	16	17	9	9	7
Deferred dec with VS	22	12	9	13	8
Deferred dec with Alc & Drug Education	6	7	2	0	3
<b>Total</b>	<b>44</b>	<b>36</b>	<b>20</b>	<b>22</b>	<b>18</b>

### **Restorative Justice**

The yearly summary reveals RJ officer involvement in relation to 52 clients across the spectrum of supervision types, compared to 64 in 2013 (a 19% decrease). The work undertaken included 13 face to face apologies, 12 letters of apology and 3 offenders carrying out work for their victims in order to make amends. 3 Restorative Justice Conferences took place and 10 prison visits were made.

The number of Bind Overs with RJ imposed was down to 5 in total (2 young people and 3 adults) compared to 10 in 2013. Deferred decisions with RJ from Parish Hall were also slightly down from 9 in 2013 to 7 in 2014.

### **Programme intervention:**

The following table details the various programmes which ran over the year in either group settings or on a one-to-one basis, delivered by both Probation Officers and partner agencies:

Programme Type	2013		2014	
	No. of attendees	Total no. of sessions attended	No. of attendees	Total no. of sessions attended
Aggression Control Training	2	12	9	108
ADAPT	31	368	38	560
Alcohol Study Group	14	68	10	29
Domestic Violence 1:1	2	10	1	1
Offending is not the only choice	21	274	19	227
Self-Management and Rational Thinking	17	260	3	5
Sex Offender Programme	7	44	4	77
Family Problem Solving	5	10	5	20

*The decision was made in 2014 to merge OINTOC and SMART. The few SMART sessions recorded above relate to final sessions/hand-backs from the group started in 2013.*

### **English and Mathematics support.**

10 clients have received tutor support during 2014 with a total of 72 tutor sessions being delivered. This compares to 11 clients and 67 sessions in 2013.

31 of these sessions were delivered to one young person who has chosen to continue to see his tutor beyond the end of his order in order to support him during his GCSEs.

1 client was referred to the Second Chance programme and another to the Improve Your Skills evening classes, both run by Highlands.

## **Caseloads**

The average monthly caseload figure for 2014 is 416 cases, which includes all supervision categories. This is based on an average of 325 individual clients, similar figures to 2013:

<b>Average caseloads</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
All Supervisions	499	465	442	418	416
Individual clients	No data	360	337	328	325

*BM/Jan 2015*

## **2 Jersey Family Court Advisory Service work for the Family Division of the Royal Court 2014**

2014 has been a year of consolidation for JFCAS with welcome stability in the staff team. Mr Chris Langford continues to develop his experience in private law work and is in the early stages of training for the Guardian role.

### **Private Law**

JFCAS Social Workers appeared in Court on 315 occasions during 2014 in Private Law proceedings.

There were 72 families who were the subject of applications in private law. In some cases more than one application was made.

The figures show that in 44 of those cases (61%) a full report was ordered. This is the second year it can be noted that the percentage has increased. However, as last year we continue to see that the applications are more complex and most of the 44 cases involve safeguarding issues which are appropriate for the Court to consider. The most complex case in 2014 involved counter applications, contact, a joint residence application by one party and new partner; and a potential removal from the jurisdiction. In this case the children were made party to proceedings and given separate representation. A JFCAS Officer appointed as Guardian.

Despite the high percentage of JFCAS reports being ordered, only six cases came to Final Hearing with the rest being agreed at Case Review Hearing on receipt of the JFCAS report or in two cases applications were withdrawn before a report could be prepared. We consider this to be a measure of success.

Of the 28 of cases (39%) that did not continue to a full JFCAS report, 3 applications were withdrawn; the child who was subject of one application then became the subject of public law proceedings. One further matter has been adjourned whilst the couple attempt to mediate. The remaining 23 came to an agreement following the first appointment at JFCAS.

Four applications to remove children from Jersey were made. One party withdrew their application on receipt of the JFCAS report, another went to trial. The other two cases are ongoing pieces of work within the team in 2015.

The Supervised Contact Service was used for two sessions early in the year. There was one case where the JFCAS Officer had to supervise some sessions because of language issues. The low number is positive as Supervised Contact is a last resort for only the most difficult of cases.

### **Adoptions**

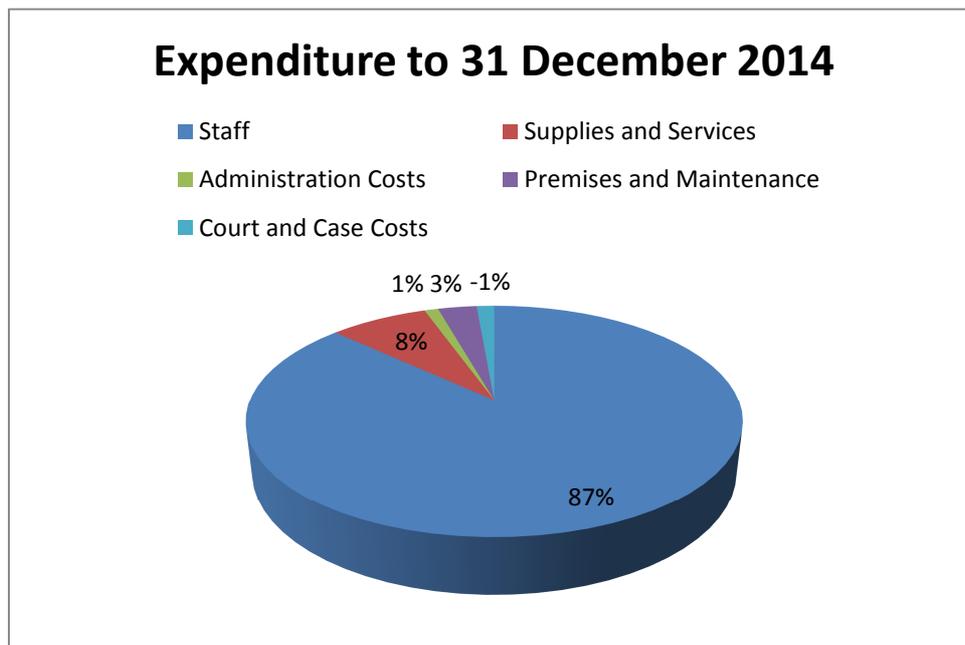
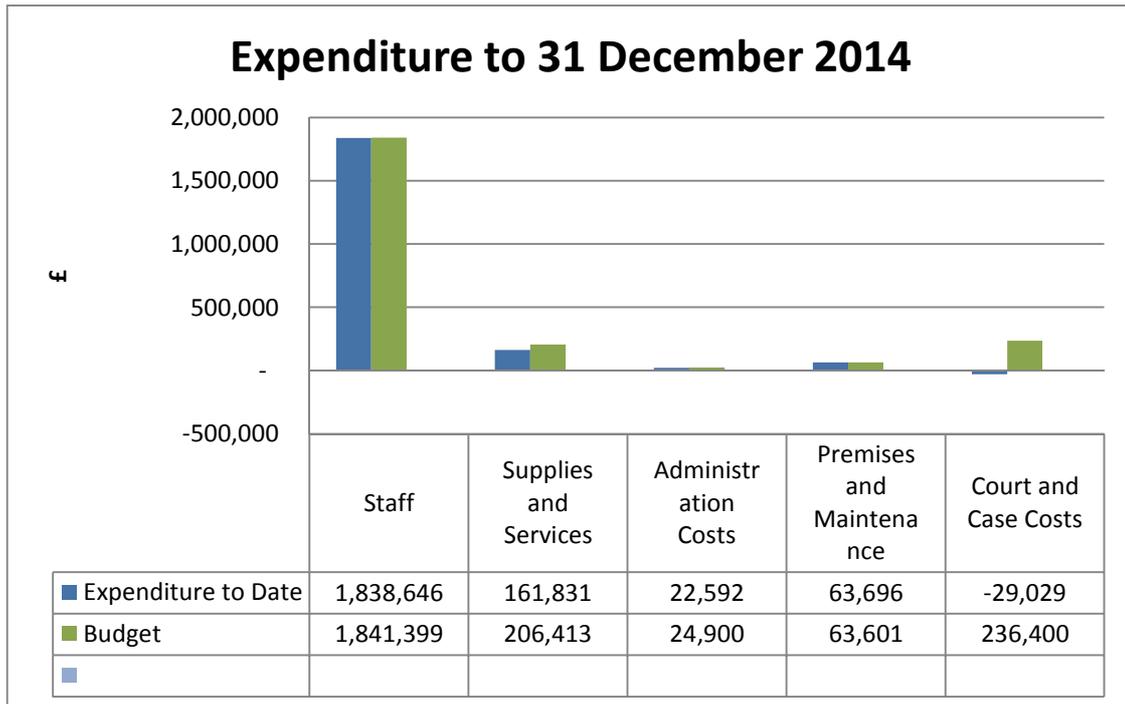
There were 5 adoptions last year in which a JFCAS Guardian ad Litem was appointed. All but one of the cases involved children who had been the subject of care orders who had been freed for adoption. The other matter involved a child who had been adopted abroad.

### **Public Law**

2014 saw a large increase in public law applications with 21 new applications. Two of these were applications to discharge the care order; one was a freeing for adoption for a young person already the subject of a full care order and the other 17 were applications for Care Orders by the Minister for Health and Social Services. Of those 21 cases, 5 were allocated to an external Guardian, Ms Gill Timmis who works closely with the permanent JFCAS team. Three cases were allocated to her for workload reasons; one case was due to a conflict of interest for other team members and the other was a case where she had been a Guardian previously. JFCAS Guardians appeared in Court on 46 occasions during 2014.

## Financial Summary Report for 2014

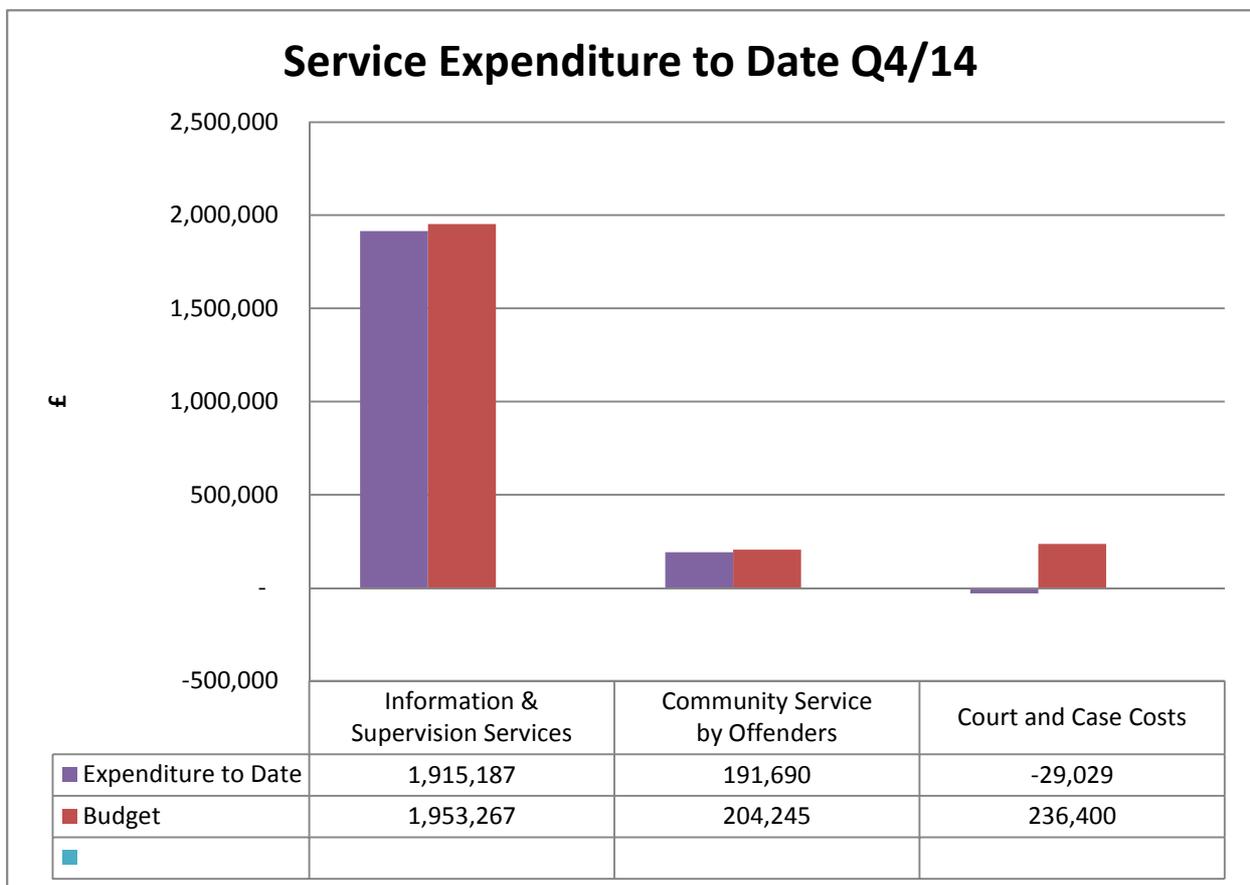
Area of Expenditure	Expenditure to Date	Budget
Staff	1,838,646	1,841,399
Supplies and Services	161,831	206,413
Administration Costs	22,592	24,900
Premises and Maintenance	63,696	63,601
Court and Case Costs	-29,029	236,400



## Service Analysis

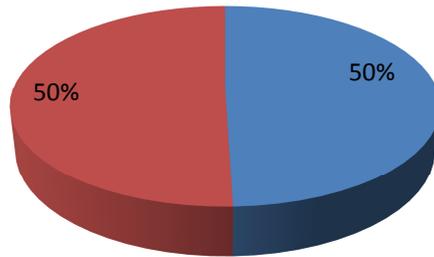
Service  
Analysis

	Expenditure to Date	Budget
Information & Supervision Services	1,915,187	1,953,267
Community Service by Offenders	191,690	204,245
Court and Case Costs	-29,029	236,400



## Service Expenditure to 31 December 2014

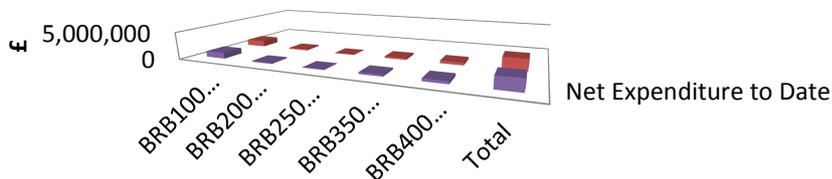
■ Expenditure to Date ■ Budget ■



## BUSINESS UNIT (BU) EXPENDITURE

	Net Expenditure to Date	Budget
BRB100 - Probation & Aftercare	1,072,515	1,101,388
BRB200 - Community Service	191,690	204,245
BRB250 - Offenders Costs	56,967	32,800
BRB350 - Jersey Family Court Advisory Service	314,317	328,271
BRB400 - Management & Administration	471,388	490,808
<b>Total</b>	<b>2,106,877</b>	<b>2,157,512</b>

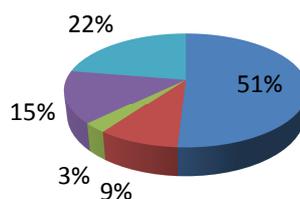
### BU Expenditure to 31 December 2014



	BRB100 - Probation & Aftercare	BRB200 - Community Service	BRB250 - Offenders Costs	BRB350 - Jersey Family Court Advisory Service	BRB400 - Management & Administration	Total
■ Net Expenditure to Date	1,072,515	191,690	56,967	314,317	471,388	2,106,877
■ Budget	1,101,388	204,245	32,800	328,271	490,808	2,157,512
■						

### BU Expenditure to 31 December 2014

- BRB100 - Probation & Aftercare
- BRB200 - Community Service
- BRB250 - Offenders Costs
- BRB350 - Jersey Family Court Advisory Service
- BRB400 - Management & Administration



## **Governance Statement for the year ended 31 December 2014**

### **1. Scope of responsibility**

As the Accounting Officer and Chief Probation Officer of the Jersey Probation and After Care Service I am personally accountable for the proper financial management of the resources of the Service in accordance with the Public Finances (Jersey) Law 2005 (the 'Law'), any sub-ordinate legislation and Financial Directions.

The Law sets out my function as Accounting Officer as ensuring that:

- The expenditure of the Department does not exceed the amount appropriated to it by a head of expenditure and is used for the purpose for which it was appropriated.
- In so far as practical, all money owed to the Department is promptly collected and paid into an appropriate bank account, and that all money owed by the body is duly paid.
- The Department keeps proper accounts and records of all its financial transactions.
- The records of the Department are promptly provided when required by the Treasurer for the production of the annual financial statement.
- The Department is administered in a prudent and economical manner.
- The resources of the Department are used efficiently and effectively.
- The provisions of the Law in their application to the Department are otherwise complied with.

In discharging these financial responsibilities, I need to ensure that robust governance arrangements are in place, which includes a sound system of internal control and arrangements for the management of risk.

This Governance Statement formally records the basis upon which I believe that my responsibilities have been properly discharged during 2014.

### **2. The purpose of the Governance Framework**

The Governance Framework comprises the systems, policies and values by which the Jersey Probation and After Care Service for which I am accountable is directed and controlled.

The system of internal control is a significant part of the Governance Framework and is designed to manage risk to a reasonable level. The system is intended to support the achievement of departmental and strategic objectives; it cannot eliminate all risk of failure and therefore only provides a reasonable and not absolute assurance of effectiveness.

The Governance Framework and system of internal control has been in place for the year ended 31 December 2014.

### **3. The Governance Framework**

The key elements of the States of Jersey Governance Framework are set out in Annex A of this Statement and the elements of the Framework that operate within JPACS are explained below.

#### **3.1 Vision and purpose**

The strategic priorities of the States of Jersey are set out in the Strategic Plan 2013. JPACS is accountable to the Jersey Royal Court but is also mindful of the Strategic Plan.

The JPACS mission statement is as follows:

“The Jersey Probation and After Care Service exists to provide the Parishes, Courts and prisons with a high quality information service and to supervise those offenders entrusted to it in order to reduce re-offending, allow restitution and protect the public.

The Jersey Family Court Advisory Service serves the Royal Court in Family proceedings and in other matters concerning children by providing reports and advice which represent the best interest of the child”

The Annual Business Plan ensures that everyone working for JPACS understands how their work helps deliver the strategic priorities of the Royal Court and the States of Jersey. The Business Plan includes a summary of key objectives and priorities and is approved by the Probation Board of the Royal Court, provided to Members of the States of Jersey and is published for the public information. The JPACS website [www.probation.je](http://www.probation.je) and its associated social media pages contains all significant information concerning the Service and was developed further during 2014 to comply with the spirit of the Freedom of Information legislation which came into force in January 2015.

#### **3.2 Roles and responsibilities**

JPACS is a department of the Jersey Royal Court. The Royal Court appoints five Jurats to the Probation Board who are responsible for the Governance of the Service. The Probation Board meet 6 times each year. Where necessary the Probation Board refers matters to the Full Court for consideration often inviting the Attorney General and the magistrate to attend in addition to the Chief Probation Officer. For example the Full Court has the statutory function of approving Probation Officer appointments and is always consulted over changes to JPACS operational standards.

The membership of the Probation Board is detailed in the Annual Report and Business Plan. The Chairman of the Board in 2014 was Jurat J. Clapham Lt. Bailiff.

The Chief Probation Officer is the Chief Executive Officer and Accounting Officer for JPACS. As Accounting Officer I am responsible for ensuring that business of JPACS is conducted in accordance with the Law, any sub-ordinate legislation and Financial Directions, and that public money is safeguarded and properly accounted for, and used economically, efficiently and effectively.

### **3.3 Standards of conduct**

The States of Jersey internal control system includes Ministerial and officer Codes of Conduct, the Framework of Financial Directions which are issued by the Treasurer of the States, and resource management policies issued by Human Resources and the Information Services Department.

- (a) Policies are in place regarding travel expenditure (within and outside of Jersey); the control of overtime; the use of suppliers with whom the States of Jersey has negotiated discounted prices.

Departmental expenditure is reviewed monthly by the Manager Support Services and the Chief Probation Officer with a Treasury accountant, and progress against the budget monitored. Monthly budget reports are produced and provided by the Treasury. An asset register is maintained which lists all States of Jersey owned furniture and other items of equipment. This is reviewed annually.

A risk register has been produced in line with Treasury's Financial Direction and is reviewed quarterly by the management team. Written Health and Safety policies are in place to cover all relevant parts of professional practice and administration.

- (b) JPACS is required to maintain a Gifts and Hospitality Register in which entries are made of gifts and hospitality received by departmental officers that have been approved in line with the department's Scheme of Delegation. The Registers are subject to review by Internal Audit.
- (c) The Chief Probation Officer provides information about any outside interests to the central register held by the States of Jersey

### **3.4 Scrutiny and risk management**

#### **3.4.2 Risk management**

Risk management is a key feature of operational Probation work. However, in a financial setting the Chief Probation Officer is actively involved in all significant financial transactions and uses the support and professional expertise available in the Treasury to assist his decision making.

Regular meetings are held with Treasury support staff to keep up to date with best practice in this area.

The management team meet several times each month with risk management forming key aspects of the agenda.

The Department has comprehensive Health and Safety policies. These were reviewed and aligned with the new States of Jersey Corporate Policy in 2013 and will be independently audited during 2015.

The Insurance arrangements in place are through the States of Jersey and I rely upon the expertise of the central organisation for their effectiveness.

Similarly Information Security follows the policies and procedures set by the States of Jersey ICT with the exception of the Service's website which is outside of the Gov.je site.

### **3.5 Capacity of officers**

JPACS has a longstanding trainee probation and social worker training scheme to help manage succession planning. Three of the four most senior managers progressed through this route. Probation Officers, Social Workers and Managers participate in the States of Jersey Modern Manager programme. All staff receive ongoing training in specialist areas appropriate to their role. JPACS is recognised internationally for its research and achievements in this area. In 2014 the Probation Board approved the JPACS staff succession plan. In one area JPACS is vulnerable should a key staff member leave, the vulnerability arising as a result of the need to find a 2% financial saving in 2015.

### **3.6 Engaging with stakeholders**

JPACS is governed through the Probation Board which represents its principal customer the Jersey Courts. The Chief Officer also holds monthly meetings with the Magistrate and Assistant Magistrate. Regular externally validated inspections into areas of service practice include stakeholder feedback. Views of Service users are collated and analysed via end of Order feedback forms. There are regular staff meetings on particular issues and a fortnightly Chief Officer meeting to which all staff are invited and minutes produced. There is an annual staff day to review service performance and look forward to the next year. The JPACS social media pages invite comment and feedback.

## **4. Review of effectiveness**

As Accounting Officer, I have responsibility for reviewing the effectiveness of the governance arrangements, including the system of internal control within my Department. The review of effectiveness is informed by the work of the Internal Audit, Scrutiny, the Comptroller and Auditor General, the Public Accounts Committee and External Audit.

### **4.1.1 Internal Audit:**

The results of Internal Audit reviews completed in 2014 are shown below. Responsibility for implementing agreed management actions arising from those reviews rests with me as Accounting Officer, and the States of Jersey Chief Internal Auditor is responsible for establishing processes to monitor their effective implementation<sup>1</sup>.

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<sup>1</sup> Public Sector Internal Audit Standard 2500 Monitoring Progress.

Procurement under Financial direction 5.1	Audit Rating <sup>2</sup>		Agreed actions	
	Control environment	Direction of Travel	Number made (Priority)	Number implemented
	3	3	2 (High), 2 (medium),	4

#### 4.1.2 Jersey Audit Office

There were no reviews completed during 2014 by the Comptroller and Auditor General.

#### 4.1.3 Public Accounts Committee

There were no reviews completed during 2014 by the Public Accounts Committee in 2013

#### 4.1.4 External Audit

There were no issues outstanding from the External Audit of the 2012 Financial Report and Accounts in respect of the Jersey Probation and After Care Service:

Issue	Risk	Priority	Recommendations	Management comment
		High, Medium or low		

### 5. Significant Governance issues

I am not aware of any significant governance issues during the year that should be reported within this Statement.

<sup>2</sup> An audit rating is not applicable where the review is advisory or investigatory.