

Monmouthshire and Torfaen Youth Offending Service

Post Inspection Improvement Plan: Recommendations

Monmouthshire and Torfaen Youth Offending Service (YOS) underwent an inspection by HM Inspectorate of Probation (HMIP) between 20 June 2022 – 24 June 2022. This plan has been developed in response to the recommendations made in the report that is due to be published by the end of October 2022

Progress of the action points has been assessed on the following scale.

Very Strong, Sustained Performance and Practice
Strong features although minor aspects may require improvement
Strengths outweigh weaknesses but important aspects require improvement
Important weaknesses outweigh strengths and urgent improvement is required

HMIP made seven key recommendations to facilitate improvement:-

The Monmouthshire and Torfaen YOS Management Board should:

- 1. review its membership, role and function to make sure that its representatives have the seniority to make decisions and commit necessary resources
- 2. improve its analysis and use of data to shape strategic and operational delivery
- 3. develop a strategy and response that meets the needs of girls supervised by the YOS.

The Monmouthshire and Torfaen Youth Offending Service should:

- 4. Improve the quality of assessment of children's safety and wellbeing in court disposal cases
- 5. strengthen the quality of contingency planning in court disposal casework to manage risk of harm to others
- 6. develop a standalone resettlement policy and formal practice guidance, with partners, to strengthen current arrangements.

The Probation Service should:

7. provide a probation officer to the YOS, to support effective transitions and risk management

The Monmouthshire ar	The Monmouthshire and Torfaen Youth Offending Service Management Board should:								
Recommendation	Item	Action	Who	Target Date	Progress	Evidence	Completion Date		
1. Review its membership, role and function to make sure that its representatives have the seniority to make decisions and commit necessary	1.1	Board membership to be examined and agencies to identify the most appropriate officer to attend, to advocate for YOS Children	YOS Management Board – Chair and Vice Chair	January 2023	Development Day held in September 2022 to raise this matter with board members	Attendance Register			
resources	1.2	To develop a standard induction for all new LMB members	YOS Management Team	March 2023	Discussed at Development Day – September 2022	Programme when completed			
	1.3	Attendance at LMB meetings to be monitored Develop clear escalation process for non attendance as per LMB terms of reference	Chair and Vice Chair of LMB YOS Service Manager	April 2023	Discussed at Development Day – September 2022 Ongoing Meeting	LMB Terms of Reference to be agreed at LMB Meeting 18.10.22			
	1.4	To address the disconnect between LMB and YOS frontline staff by organising a meet and greet workshop for staff and LMB members	Chair of LMB and YOS Service Manager to co-ordinate	July 2023	Discussed at YOS Managers Meeting – October 2022				
	1.5	To address the vacant probation officer post in the YOS	LMB Board Member representing Probation	August 2022	New Probation Officer now in post – August 2022	0.5 Probation Officer in post	August 2022		
	1.6	Review of YOS Structure is in progress, consideration has been given to re-allign the current structure	YOS Management Team	February 2023	YOS Management team have met and devised an initial draft structure. Ongoing work				

The Monmouthshire and Recommendation	Item	em Action	Who	Target Date	Progress	Evidence	Completion
					90.1		Date
					will be completed		
	1 -)/OO M	1/00	F 1 0000	in this area		
	1.7	YOS Managers	YOS	February 2023	YOS		
		Strategic and	Management		Management		
		Operational functionalities to be	Team		team have met.		
		reviewed			Ongoing work		
2. Improve its analysis	2.1	Redesigning	Information	October 2022	New	Input new	October 2022
and use of data to		performance information	Officer	0010001 2022	Performance	Performance	0010001 2022
shape strategic and		to be provided to LMB	- Ciliooi		report devised	Report template	
operational delivery		members and staff in an			and will be	Troport top.o.to	
		accessible format.			presented at		
					future LMB		
					Meetings,		
					Service Meetings		
					and Supervision		
3. Develop a strategy	3.1	To complete a Mapping	YOS	February 2023	YOS		
and response that		Exercise to consider	Management		Management		
meets the needs of		how the YOS can best	Team and YOS		team have met		
girls supervised by the		meet the needs of girls	Staff.		to discuss.		
YOS.		supervised by the					
		service and other			Information		
		groups of			Officer has		
		disproportionality			analysed the		
					data regarding		
					females entering		
	2.2	Donart findings from the	LMB, YOS	April 2022	our service		
	3.2	Report findings from the Mapping exercise to	1	April 2023			
		LMB Members to	Team, Partnership				
		identify themes and	Agencies				
		ensure a co-ordinated	7.901003				
		Response.					
	3.3	To consider appropriate	YOS	July 2023			
		staff training, specific	Management				
		resources to assist with	Team, YOS Staff				
		interventions with girls.	and Partnership				
			Agencies				

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4. improve the quality of assessment of children's safety and wellbeing in court disposal cases	4.1	Establishing access to children's services databases for all case managers	YOS Service Manager	March 2023	Staff have access to PLANT – Monmouthshire We are awaiting access to WCCIS - Torfaen					
	4.2	Revisiting training on AssetPlus to improve analysis of information relating to children's safety and wellbeing. Utilise resources available on the Youth Justice Resource Hub Facilitate an in-house workshop to strengthen the analysis of information in relation to complex issues that increase the level of risk to the child	YOS Management Team and staff. Specialist training providers	April 2023						
	4.3	Revising current Gate keeping/QA Tool in line with development of the YOS Quality Assurance Policy	YOS Management Team	June 2023						
5. strengthen the quality of contingency planning in court disposal work to manage the risk of harm to others	5.1	Running in-house training to strengthen the quality of contingency planning, specifically around changing circumstances	YOS Management Team	December 2022						

The Monmouthshire and Torfaen Youth Offending Service should:									
Recommendation	Item	Action	Who	Target Date	Progress	Evidence	Completion Date		
6. develop a standalone resettlement policy and formal practice guidance, with partners, to strengthen current arrangements	6.1	To facilitate a working party of relevant YOS staff to produce a resettlement policy	YOS Management Team and Senior Practitioners	March 2023	Liaise with YJB regarding good practice tools Liaise with other YOS' to share good practice				
_	6.2	To arrange appropriate resettlement training for all partnership agencies	YOS Management Team and YJB	June 2023					

The Probation Service	The Probation Service should:										
Recommendation	Item	Action	Who	Target Date	Progress	Evidence	Completion Date				
7. Provide a Probation Officer to the YOS, to support effective transitions and risk management	7.1	To address the vacant probation officer post in the YOS, to support the Youth to Adult Process and assisting effective risk management	LMB Board Member representing Probation YOS Probation Officer YOS Management Team	August 2022	New Probation Officer now in post – August 2022	0.5 Probation Officer in post	August 2022				

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1. Review its	1.1									
membership, role and	1.2									
function to make sure that its representatives have the seniority to make decisions and commit necessary resources	1.3									

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Recommendation	Item	Action	Who	Target Date	Progress	Evidence	Completion Date		
2. Improve its analysis	2.1								
and use of data to	2.2								
shape strategic and operational delivery	2.3								
3. Develop a strategy	3.1								
and response that	3.2								
meets the needs of girls supervised by the YOS.	3.3								

Broad areas for Development

- Appraisals Check with MCC
- Develop a Workforce Development Plan
- Volunteer Training
- Viewpoint?
- Interface with Children's Services (Policy)
- Reparation projects
- Update Policies
 - Resettlement
 - o Risk Management
 - Safeguarding
 - Induction (Staff and LMB)
 - Workforce Development
 - o Victim
 - Gwent Out of Court Disposal Policy
 - Gwent AA Protocol
 - QA Policy

- Prevention Policy & Process
 Case Recording
 Diversity & Disproportionality
- IT Access in Court
- Restorative Justice Process/QA
- Training Log