







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 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 resources	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	
	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-align the current structure	YOS Management Team	February 2023	YOS Management team have met and devised an initial draft structure. Ongoing work		

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

The Monmouthshire and Torfaen Youth Offending Service should:							
Recommendation	Item	Action	Who	Target Date	Progress	Evidence	Completion Date
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 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

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 resources	1.1						
	1.2						
	1.3						

The Monmouthshire and Torfaen Youth Offending Service Management Board should:							
Recommendation	Item	Action	Who	Target Date	Progress	Evidence	Completion Date
2. Improve its analysis and use of data to shape strategic and operational delivery	2.1						
	2.2						
	2.3						
3. Develop a strategy and response that meets the needs of girls supervised by the YOS.	3.1						
	3.2						
	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
 - Risk Management
 - Safeguarding
 - Induction (Staff and LMB)
 - Workforce Development
 - 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