

**Report of East North East Area Leader**

**Report to East (Inner) Area Committee**

**Date: Thursday 21<sup>st</sup> March 2013**

**Subject: Probation Service Community Payback Contract Review**

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Burmantofts & Richmond Hill, Gipton & Harehills, Killingbeck & Seacroft		
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number: Appendix number:		

**Summary of main issues**

1. The Area Committee's contract with the Probation Service for the Community Payback scheme currently runs to the 31<sup>st</sup> March 2013 and is now due for review and if appropriate, renewal.
2. The contract has allowed a range of tasks to be undertaken within the Inner East area which enhances the work of the Area Support Team and its partners.
3. Probation Service Community Payback costs have increased from 2012/13 levels.
4. The Inner East Environmental Sub Group has considered this request and Area Committee has been asked to consider funding Probation Service to work 52 days per year, equating to one day per week during 2013/14 at a cost of £9,762.
5. Alternative options for service provision are also set out. However, if the Area Committee were interested in pursuing these, they would need to be further developed.

**Recommendations**

6. The Area Committee is asked to consider approving funding of £9,762 which would provide a 52 day a year Probation Service Community Payback resource.

## **1.0 Purpose of this report**

- 1.1 This report provides a summary of the range of tasks undertaken by the Probation Service during 2012/13.
- 1.2 It seeks Area Committee to confirm whether or not they wish to allocate Well-being funding to continue to the work of the Probation Service within the Inner East area.

## **2.0 Background information**

- 2.1 Community Payback is essentially the replacement for Community Service, also more recently called Community Punishment. Courts are given the power to sentence offenders of certain crimes to undertake between 40 and 300 hours of Community Payback. This work is unpaid and demanding work that is aimed at giving something to local communities and forcing offenders to repay the community for the wrong they have done.
- 2.2 Both the Inner East and Inner North East Area Committees have previously funded the Probation Service to undertake a range of tasks across their areas. The funding and Service Level Agreement are currently in place until 31<sup>st</sup> March and are now due for review and potentially renewal.
- 2.3 The Inner East Environmental Sub Group recently considered this matter and requested that a report is presented to the Area Committee to discuss whether or not funding of £9,762 should be allocated to allow a 52 day per year or 1 day per week service to be put in place for the 2013/14 financial year.

## **3.0 Main issues**

- 3.1 Referrals to the Probation Service are currently made through ward based tasking partnerships and monitored by an Area Support Officer within the Area Support Team. It is suggested that these arrangements would continue if funding is agreed for a future SLA with the Probation Service.
- 3.2 Utilising the Probation Service's Community Payback resource has enabled a range of tasks to be undertaken across Inner East. These include activities such as litter picking, leaflet distribution, flower bed maintenance, ginnel clearance and allotment improvements. Offender time has been invested into the area on 38 different jobs as part of this contract. Some of their work has supported the Environmental Locality Team, for example, through ginnel clearance. This range of work would continue subject to the Area Committee agreeing to support continuation of the contract.
- 3.3 The breakdown on the work carried out across the Area Committee area since April 2012 is as follows:

<b>Ward</b>	<b>No. of jobs complete</b>	<b>Offender hours</b>	<b>Offender costs at £6.08 ph</b>	<b>No. of days</b>
Burmantofts & Richmond Hill	20	1,230	£7,478.40	25
Gipton & Harehills	5	668	£4,064.48	20

Killingbeck & Seacroft	13	900	£5,475.34	30
<b>TOTAL</b>	<b>38</b>	<b>2798</b>	<b>£17,018.22</b>	<b>75</b>

These figures only cover the period between April 2012 and January 2013. Figures for referrals undertaken after this date are still in the process of being verified.

- 3.4 One of the biggest issues faced as part of the Probation contract has now been rectified – the removal of waste. A waste carriers licence has been issued to Probation to allow them to use certain Council household waste sites. There are two sites permitted for use in Inner East – Stanley Road and Seacroft household waste sites. This agreement would continue under any new contract issued.
- 3.5 Due to changes in their contracts, the Probation Service costs have significantly increased for 2013/14. If the Area Committee were to agree funding for the current three day per week service, this would cost £29,286. The Inner East Environmental Sub Group have considered this matter and suggest that the Area Committee considers a request to fund the service for 52 days per year which is the equivalent of one day per week, at a cost of £9,762 per year. This includes supervisory staff time, transport costs, clothing, tools, materials and indirect costs such as contract preparation and performance feedback to beneficiaries. It is not considered that a three day per week resource is required as the level of referrals over the last year could probably be achieved through a reduced one day per week resource.
- 3.6 2013/14 Environmental Services Service Level Agreement (SLA) will be delivered through use of existing resources allocated to the Locality Manager to manage across the ENE area. A separate report, providing details, is included elsewhere on this agenda. This will deliver the agreed level of service as set out in the SLA to be presented to the June meeting.
- 3.7 However, there is opportunity for Area Committees to enhance the provision within their area through use of local budgets available to them. This is already being done in WNW and SSE localities. For example the Area Committee could “buy-in” additional services such as:
- Weekend/out of hours enforcement patrols (including dog wardens)
  - Additional one-off litter picks / mechanical sweeps over and above those scheduled
  - Additional scheduled litter picks (i.e. taking on more staff)
  - Additional enforcement staff
  - Additional de-leaving capacity in autumn
- 3.8 If this is something the Area Committee would like adding to their 2013/14 SLA then the Locality Manager will investigate and provide a menu of costs with the SLA at the June meeting. The Locality Manager has indicated that approximately half the work currently undertaken by Probation could be picked up by the Locality Team either on their ‘catch up’ days or through additional payment to the team. An external contractor could be utilised for one off jobs such as leaflet delivery or strimming and lawn edging. There would however clearly be an administrative resource implication attached to dividing the work amongst different providers, in terms of procuring services and monitoring performance.

- 3.9 Were the contract not renewed, a Probation Service resource would still be available to the Area Committee. However, it would be through a request and waiting list process, rather than being an exclusive, readily accessible resource.
- 3.10 If the Area Committee agrees funding of one day per week, it could either receive a fixed one day per week service, or alternatively, could have 52 days per year at specific times requested. This could mean that the resource could be deployed more efficiently, programming in work to respond to particular demands over the year. The specifics would be agreed through the Environmental Sub Group.
- 3.11 Monitoring is currently undertaken by an Area Support Officer within the Area Support Team. It is suggested that a better understanding and more effective use of the Probation Service could be achieved through regular monitoring reports being submitted to the Environmental Sub Group. To support this, a more robust monthly monitoring procedure has now been introduced, although some refinement is required.
- 3.12 The Area Support Team are keen to understand client views of the service. A feedback form has been developed and this is now used to record views and enable clients to suggest areas for improvement.
- 3.13 The Area Support Team are currently seeking clarification on whether East North East Homes Leeds (ENEHL) are renewing their contract with the Probation Service. If they are, the Area Committee's new contract with the service needs to stipulate that it will not undertake any work on ENEHL land.
- 3.14 The next steps, if the Area Committee agrees to continue funding the Probation Service, are to prepare and agree a Service Level Agreement (SLA). This would be signed off by the Environmental Sub Group. Previously, the SLA was set up as a joint agreement, covering both Inner North East and Inner East. It is suggested that if approved, separate SLAs for each Area Committee should be drawn up to reflect their different demands. The SLA would form the basis for monitoring service outcomes and an annual report would be submitted to the March meeting of the Area Committee.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

- 4.1.1 Consultation has been undertaken with the Inner East Environmental Sub Group, as referred to throughout this report. The East North East Locality Manager has also provided advice.

## **4.2 Equality and Diversity / Cohesion and Integration**

4.2.1 If approved, the work undertaken by the Probation Service would benefit all communities within the Inner North East.

## **4.3 Council policies and City Priorities**

4.3.1 The proposal to support a continued contract with the Probation Service meets the City Priorities Plan aim of ensuring that local neighbourhoods are clean.

## **4.4 Resources and value for money**

4.4.2 The report has set out alternative comparable options for the Area Committee. It has also presented information on the range and number of jobs undertaken over the last year.

## **4.5 Legal Implications, Access to Information and Call In**

4.5.1 In line with the Council's Executive and Decision Making Procedure Rules, all decisions taken by Area Committees are not eligible for Call In.

4.5.2 There are no key or major decisions included in this report.

4.5.3 There are no legal implications relating to this report.

## **4.6 Risk Management**

4.6.1 Not applicable under this section.

## **5 Conclusions**

5.1 The report has set out the range and volume of tasks undertaken by the Probation Service within the Area Committee's area. It proposes renewing the contract with the Probation Service for a further 12 months at 52 days per year, based on the recommendation of the Inner North East Environmental Sub Group.

5.2 It also sets out potential alternatives to renewing the Probation Service contract, for example commissioning the Environmental Services Locality Team, supplemented by external contractors for some tasks.

## **6.0 Recommendations**

6.1 The Area Committee is asked to consider approving funding of £9,762 which would provide a one day per week / 52 day per year Probation Service Community Payback resource for the Inner East area.

## **Background documents<sup>1</sup>**

None

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<sup>1</sup> The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.