

## Probation Service Delivery Plan +

### P&R “Future Guernsey”

We will be among the happiest and healthiest places in the world, where everyone has equal opportunity to achieve their potential. We will be a safe and inclusive community, which nurtures its unique heritage and environment and is underpinned by a diverse and successful economy.

### Committee for Home Affairs

To support a high standard of living and quality of life by maintaining and promoting a safe stable and equitable society which values public protection and justice and respects the rights, responsibilities and potential of every person.

### Probation Service

We will contribute to making the Bailiwick of Guernsey a safe and secure place to live by the effective rehabilitation of those who offend, by tackling the causes of offending and enabling those who offend to turn their lives around.

## CPO's Foreword

In support of the current Policy and Resource Plan and the priorities of the Committee for Home Affairs, this Plan sets out the Probation Service delivery objectives for 2019.

The Probation Service undertakes the management and rehabilitation of people who have committed criminal offences as an integral part of the Committee *for* Home Affairs purpose of maintaining and promoting a safe, stable and equitable society which values public protection and justice and respects the rights, responsibilities and potential of every person.

In pursuit of the most effective ways to effect change in behaviour of those who have harmed the community or themselves we work within the framework of the States Policy and Resource Plan themes of:

**Our Quality of Life: A safe and secure place to live, and**

**Our Community: One community inclusive and committed to social justice.**

We endeavour to be a centre of excellence and innovation in the management of offenders, working in partnership with criminal justice agencies and other relevant services in the statutory and non-statutory sectors.

Operational priorities identified in this plan align with Home Affairs Policy and Resource Plan.

We will continue to bring a criminal justice offender management perspective to social policy initiatives such as children and young people, disability and inclusion, poverty, domestic abuse, substance misuse, and mental health issues as these are all intrinsically linked to the inequalities contributing to the crime and criminality which we work to reduce.

Anna Guilbert  
Chief Probation Officer

February 2019

## Probation Service values

### Mission.

We work with those who offend to help them take responsibility to lead law abiding lives and to recognise the harm they have caused the victims of their offending behaviour. Our overriding aim is to protect the public, and reduce reoffending.

We achieve this by:

- Providing the Courts with dynamic risk assessments and proposals on how to manage those risks accordingly.
- Enforcing Court Orders which encompass the sentencing principles of deterrence, public protection, reparation, and rehabilitation.
- Influencing positive changes, through challenge and support, in the behaviour and attitudes of those who offend.
- Providing those who offend with the opportunity to be purposeful in their endeavour by making reparation to the community.
- Collaborative working with other agencies to protect the public.
- Providing a Victim Liaison Service as expected within legislative guidelines.

### Principles.

- **Social responsibility.** We are accountable to the community within which we work and prioritise the prevention of further harm caused by offending, treating all with integrity, transparency, fairness and respect.
- **Innovation.** We foster an environment where every member of the team is encouraged to contribute to the development of new ideas to streamline and improve service delivery.
- **Performance and development.** We celebrate and encourage high performance and uphold the view that all staff should recognise their personal impact on colleagues, the team, the organisation, our stakeholders, our clients and the community for which we work. We expect commitment to personal professional development to ensure the achievement of our vision.
- **Ethical Leadership.** We value, respect, and support each other, and recognise that we share the responsibility to nurture an environment where staff wellbeing is paramount for the delivery of a high quality service.

## Service Priorities 2019

These priorities sit alongside delivery of the Probation Service's mandated operational responsibilities.

The projects relate mainly to the P&R priority of Justice Policy.

Policy priority.	Project	Objective	Timeframe and priority level.
Development of Justice Policy	Justice Review	Take full part in Justice Review providing statistics, expertise and written submissions as the project requests.	Q1-Q4 Priority 1.
Development of Justice Policy	Review of Parole legislation (joint project with Prison and central services)	Implementation of new legislation to move eligibility for early release from Prison from one third of the way through sentence to the halfway point of the sentence and to provide statutory guidance to support the Parole Review Committee in discharging its functions.	Q2 and Q3 Priority 2.
Development of Justice Policy.	Alternative sentencing	Scoping of alternative sentencing including, but not limited to, tagging.	Q1 - Q3 Priority 1.
Development of Justice Policy.	Sexual Offences Legislation	To prioritise probation service input and relevant expertise into the development of the new sexual offences legislation to modernise existing definitions of sexual offences (including training and updating of policies)	Q2-Q4 Priority 1.
Development of Justice Policy	Probation Law	Ensure readiness for implementation of the new Law including training, ordinance and regulations (will require some law officer time)	Q2
Development of Justice Policy.	Offender Management Strategy	To update and implement the new Rehabilitation and Resettlement document as the operating model for joint Probation/Prison working. (Offender Management Strategy last reviewed 2014)	Q2-Q4

International standards.	Violence against woman and girls strategy	Provide response from Offender management.	Q1 Priority 3.
Children and Young People's Plan	Shared commitment to CYPP as required in Children law 2008.	To provide commitment to working together (including joined up governance and commissioning) to improve the outcomes for all children and young people across the Bailiwick as set out in the updated CYPP for 2019-2022.	Q1-Q4 Priority 1.

## Additional Probation Delivery Objectives.

### Management of High Risk Offenders

Area of Work	Objective	Timeframe
GDPR	To develop and monitor an action plan for MAPPAs and the Probation Service to ensure compliance with data protection legislation	
MASE	To engage with our partners to protect those children vulnerable to sexual exploitation, including by providing specialist offender knowledge into the ongoing development of the Multi-Agency Sexual Exploitation (MASE) meeting forum	
MAPPAs inspection/Audit	To develop a framework for, and complete, an audit of MAPPAs processes and practice in order to identify areas of good practice and areas for improvement in the multi-agency management of those presenting a serious risk of harm to the community	

### Community Service

Area of Work	Objective	Timeframe
Statistics and data	Develop robust way to collect statistics throughout the year, to inform monthly statistics briefing and annual statistics	

media	To improve liaison with Communications team to have a rolling programme of good news stories in the local media. Will be evidenced by regular news articles in local press	
Review process.	To develop processes relating to returning an order back to court for review, including amending review report template, and add new process to Community Service Manual	

### Business monitoring and information

Area of Work	Objective	Timeframe
		Q2-3
Audit	Develop and implement a process and framework for internal audit of Probation Service and Mappa. Adherence to S&E, recording and quality.	Q3-4
Statistics and data	To develop and implement meaningful ways to report comparative data (this is dependent on effective BI reports)	Q2-3

### Team Development and Individual Performance Management

Area of Work	Objective	Timeframe
To support professional development	Finalise and implement policy on professional registration.	Q2-3
Training	All staff compliant with Child protection training requirements.	

	Complete HCR-20 training for all staff.	
Staff welfare.	Undertake ongoing work on staff wellbeing plan.	Q1-4
Organisational Review	Review organisational structure to ensure maximum efficiency and effectiveness of service delivery.	Q3-4

## Business information and Key Performance Targets.

Monitoring performance is essential for judging effectiveness and making informed decisions. Work will continue in 2019 to develop the probation service database to produce business intelligence reports to enable effective caseload monitoring, auditing and the information required to set appropriate direction for the Service going forward.

### Summary Information:

- Commencing in January 2019 a monthly summary of the caseload and work undertaken by the service will be submitted to the Committee and published on the gov.gg website.

### Key Performance Targets.

The following key performance targets are aligned to the Service's core service provision and will be actively monitored:

1. Early release scheme. (joint with prison)
2. Monitoring prisoners following release for accommodation and employment (joint with prison)
3. Submission of reports to the Courts and Parole Review Committee by the required date and having been quality assured.
4. Offenders meeting the Mappa criteria to be referred, registered and reviewed to set timescales and quality assured.
5. Offenders subject to supervision (including in the prison) to have a plan of intervention which they are actively involved in and is regularly reviewed.
6. Community Service Orders to be implemented and compliance enforced within set timescales.
7. Victims meeting the criteria for the Victim Liason Scheme to be given the opportunity for contact.