

ORIGINATOR: Stephanie Stearman

DECISION NO. 2019/ 57

REASON FOR SUBMISSION: Proposed creation of a Restorative Justice Service Scheme within Norfolk Constabulary

SUBMITTED TO: Police and Crime Commissioner for Norfolk

SUBJECT: Norfolk Constabulary Restorative Justice initiative

SUMMARY:

Background

The Office of the Police and Crime Commissioner for Norfolk is obligated to provide victims of crime with access to a Restorative Justice (RJ) Service. This responsibility comes under the Code of Practice for Victims and states that PCCs must provide information on Restorative Justice and how to access it.

Norfolk Constabulary currently has a contract with Victim Support which provides a limited RJ offering across the county. In addition to this, funding is currently in place for an RJ Advisor within the force. The investment in this service utilising staff will provide a greatly enhanced RJ offering within the county. Additionally it will provide the foundations for a genuine culture shift within the constabulary utilising influencers at a local level to demonstrate the value and impact of RJ approaches.

Additional Information

1. An RJ Service has previously been delivered through a contract with Victim Support.
2. Norfolk Constabulary is excellently positioned to bring this service in house.
3. An RJ Co-ordinator post Band E (1FTE) £35,623 (with full on costs).
4. An RJ Administrators post Band C(1FTE) £26,180.(with full on costs). This post would not be necessary initially but is anticipated as required following 6months of the scheme being in operation.
5. An RJ case management system, suggested MyRJ £5250 per annum.
6. Annual Training Costs £2,500 (initial estimate).
7. Norfolk Constabulary currently have 8 staff fully trained to deliver full restorative conferencing and at least 22 staff identified who have a lower level of RJ training suitable for 'street RJ.'
8. This proposal will see the creation of a network of practitioners under the lead of a qualified restorative practitioner and trainer.
9. The scheme will see the establishment of an RJ oversight/governance board/panel.

RECOMMENDATION:

This proposal will meet a number of objectives;

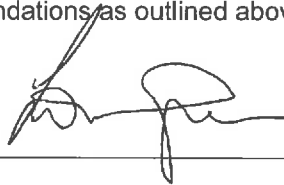
- 1. A robust mechanism for delivering RJ interventions across the county.
- 2. Scrutiny over both RJ provision and quality assurance of Community Resolutions.
- 3. The creation of a network of RJ Practitioners and ambassadors/champions across the constabulary which will promote cultural change within the organisation regarding the use of RJ.
- 4. Capacity for continued professional development of staff and ongoing support and supervision of RJ practitioners through the provision of in-house training and supervision.

The adoption of this business case is recommended.

OUTCOME/APPROVAL BY: ~~PCC/CHIEF EXECUTIVE/CHIEF FINANCE OFFICER~~
(Delete as appropriate)

The recommendations as outlined above are approved.

Signature



Date 04/11/19

DETAIL OF THE SUBMISSION

1. KEY ISSUES FOR CONSIDERATION:

Staffing and a Central Hub - In order to build resilience and capacity into any Service it is proposed that the service is staffed by two co-ordinators, initially two part time posts (1FTE) who will act as central co-ordinators for all RJ activity within the Force. Both co-ordinators will be trained RJ facilitators, preferably with RJC accreditation and initially triage all RJ referrals. They will also be responsible for a rolling programme of training in conjunction with the Learning and Development Team for key staff across the Force. As demand increases a further Administration post may need to be created to support the Co-ordinator posts.

Pilot – It is proposed that an initial service is seen as a pilot for the first 6- 12 months whilst capacity is tested and work streams developed. This would enable a simple message to be delivered to staff that RJ work be centralised initially via the Hub and then identified teams are supported to start to develop their own capacity for RJ delivery for example at NST and SNT level. Until staff feel supported and knowledgeable they will not feel confident to identify appropriate cases, make referrals to a central hub or complete restorative interventions themselves.

Governance – It is important that there is scrutiny, evaluation and quality assurance built into any model and a governance board or scrutiny panel would be needed to complete these tasks. Any board/panel should be made up of senior professionals for a range of disciplines and ranks within the Force, PCC and possibly from other relevant agencies. This would engage senior management buy in to continue to support the RJ Service moving forward and support future development/growth.

Staff Training/ Champions – A series of refresher training, targeted RJ Facilitator Training and awareness raising will be needed across the force to identified staff over the first 1-2 years. Alongside training local RJ Champions should be identified in as many teams/areas as possible to promote the use of RJ within their teams, to act as sounding boards for others and to co-facilitate cases where possible. There is a group of staff already identified who can pick up some of these roles relatively quickly across the county.

Cultural Change – To ensure that cultural change is achieved there are multiple tasks to engage in from a coherent positive communications strategy, to targeted staff training, on-going supervision and peer mentoring. Senior Management need to be clear on their strategy with regards to the use of RJ and messages need to come from the top down as well as from a Central RJ Team. As part of this it is envisioned that one or two trained and experienced RJ serving officers would be an important part of any training and awareness delivered.

Evaluation – There are two strands to the process of evaluation. One is on-going and part of the original Role Description for the RJ Advisor Role and looks at current provision across the Constabulary including the delivery of Community Resolutions. This evaluation will draw on what works nationally gathered via an evidence review completed by the JPAD as well as local evidence gathered by face to face Focus Groups and an on line survey staff survey. The other important evaluative exercise is ensuring that a robust evaluation processes is built into an RJ Service provision moving forward in order to enable scrutiny and pinpoint opportunities for service development.

Areas of Future Development - Work has not yet to be completed to investigate the possibility of working with Special Constables and Police Volunteers in developing the RJ Service delivery module across the Constabulary. This may provide further routes for exploration of staffing resources for RJ.

2. FINANCIAL IMPLICATIONS:

Clear assessment of costs, including opportunity costs, and how they will be met. If no costs associated with recommendation please make this clear.

This is a continuation of previous funding and therefore there are no new financial implications.

Training costs – Following 'Train the Trainer' RJ training undertaken by the current RJ Advisor planned for May 2018 there will be the capacity for in house training to be provided to staff across the Constabulary at minimal cost. The continuing costs from this will be purchase of a Practitioner Handbook (full practitioner training) from Restorative Solutions at £7 each for 100 or more or £10 per copy. For a Foundation Guide (one day training) the cost is £5 per copy for 100 or more or £7 per copy.

Other costs – A small budget will need to be allocated to the Service to cover items such as postage, stationary, travel, training and other associated costs.

3. OTHER IMPLICATIONS AND RISKS: *See checklist below. The relevant issues identified from the checklist should be explained as appropriate.*

ORIGINATOR CHECKLIST (MUST BE COMPLETED)	PLEASE STATE 'YES' OR 'NO'
Has legal advice been sought on this submission?	
Has the PCC's Chief Finance Officer been consulted?	
Have equality, diversity and human rights implications been considered including equality analysis, as appropriate?	
Have human resource implications been considered?	
Is the recommendation consistent with the objectives in the Police and Crime Plan?	
Has consultation been undertaken with people or agencies likely to be affected by the recommendation?	
Has communications advice been sought on areas of likely media interest and how they might be managed?	
In relation to the above, have all relevant issues been highlighted in the 'other implications and risks' section of the submission?	

APPROVAL TO SUBMIT TO THE DECISION-MAKER (this approval is required only for submissions to the PCC).

Chief Executive

I am satisfied that relevant advice has been taken into account in the preparation of the report, that the recommendations have been reviewed and that this is an appropriate request to be submitted to the PCC.

Signature:



Date

4.11.19

Chief Finance Officer (Section 151 Officer)

I certify that:

- a) ~~there are no financial consequences as a result of this decision,~~
OR
- b) the costs identified in this report can be met from existing revenue or capital budgets,
OR
- c) ~~the costs identified in this report can be financed from reserves~~
AND
- d) the decision can be taken on the basis of my assurance that Financial Regulations have been complied with.

Signature:



Date:

4.11.2019

PUBLIC ACCESS TO INFORMATION: *Information contained within this submission is subject to the Freedom of Information Act 2000 and wherever possible will be made available on the OPCC website. Submissions should be labelled as 'Not Protectively Marked' unless any of the material is 'restricted' or 'confidential'. Where information contained within the submission is 'restricted' or 'confidential' it should be highlighted, along with the reason why.*