



PC20/2008 – SENIOR ATTENDANCE CENTRES

IMPLEMENTATION DATE: 1st December 2008

EXPIRY DATE: November 2010

FOR ACTION: Chairs of Probation Boards, Chief Officers/Executives

FOR INFORMATION: Secretaries of Probation Boards and Trusts, Improvement and Development Managers, Regional Offender Managers, Director's of Offender Management.

CONTAINS MANDATORY ACTIONS

AUTHORISED BY: Hilary Campbell, Regional Offender Manager Yorkshire & Humberside

ATTACHED: Annex A: Location of SACs and contact details; including SAC regional managers
 Annex B: Regime summary and delivery details
 Annex C: Equality Impact Assessment Form
 Annex D: Resource Impact Assessment Form

RELEVANT PREVIOUS PROBATION CIRCULARS

N/A

CONTACT FOR ENQUIRIES

Hilary.Campbell@justice.gov.uk

PURPOSE

- To ensure probation areas recognise and make use of the resource that Senior Attendance Centres provide in those areas where they are available or accessible
- To ensure probation areas promote the use of accessible Senior Attendance Centres (SACs) with both staff and sentencers in line with objective five of the National Plan.
- To ensure that probation areas are aware of the opportunities provided by the Attendance Centre Requirement within the range of sentencing options
- To promote the development of joint protocols between Probation areas and the AC Regional Managers, including in regard to enforcement action.

MANDATORY ACTIONS

Chief Officers and Chief Executives are required to ensure that probation areas support the effective use of and efficient management of Senior Attendance Centres.

SUMMARY

Chief Officers and Chief Executives are asked to:

- Create effective links with SACs in their area and those SACs within 90 minutes' travel time in another area through links with local Attendance Centre (AC) managers, known as Officers in Charge (OICs)
- Ensure that SACs are promoted within the range of sentencing options available for a community sentence within the Criminal Justice Act 2003
- Ensure that the use of Attendance Centre Requirements is considered in all relevant cases, including as a sentencing option for breach
- Promote the use of SACs in their area with the Courts, Crown Prosecution Service, defence solicitors and the police; and through the leadership of the Local Criminal Justice Boards
- Provide a contact point for liaison, encourage active liaison with relevant SACs and AC Regional Managers and consider the development of joint protocols including enforcement action
- Work with the local SAC to ensure that the programme delivered reflects the criminogenic needs of the area.

Introduction

1. All (SACs) have regimes which can accommodate male and female offenders between the ages of 16 and 24 (i.e. under the age of 25 years), the courts having the option of referring to either junior or senior centres when sentencing offenders aged 16 or 17 years of age, depending on their levels of maturity.
2. There are 27 SACs in England and one in Wales. A full contemporary list of Senior Attendance Centres is attached to this Probation Circular as Annex A.
3. The primary purpose of an Attendance Centre Requirement is punishment, which can be imposed as part of a Community Order under the Criminal Justice Act 2003. An Attendance Centre Order may be imposed by a court for default of payment or an Attendance Centre Requirement for breach of other orders.
4. Attendance Centres are run on behalf of the Ministry of Justice and provide supervised activities for offenders on Saturdays for a three hour period. The minimum numbers of hours for the total requirement within a community sentence is 12 and the maximum 36.

Information for report writers

5. For offences in the low seriousness band of sentencing, consideration should be given to whether the purposes of sentencing and the prevention of offending might best be met by an Attendance Centre Requirement
6. The Criminal Justice Act 2003 National Implementation Guide contains guidance on when and how report writers should consider an Attendance Centre Requirement. Reference should also be made to the Guidance for PSR Writers PC, October 2008, paragraph 36. Although punishment is the main purpose, there are also benefits to the offender and his or her development. An Attendance Centre Requirement is available for 18-24 year olds only, who have been convicted of an offence serious enough for a community penalty. It is intended for offenders as a stand alone requirement in the low to medium seriousness band (The Sentencing Guidelines Council sentencing guidelines currently mention attendance centre requirements only in the 'low'

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seriousness band). However, an Attendance Centre Requirement may be included alongside others in a Community Order for low, medium and high seriousness band offences. They may be used for offenders with low, medium and high risk of re-offending and with low and medium risk of harm. A pre-sentence report is not mandatory but the court must be satisfied that the centre specified is accessible to the offender. There is an expectation that the travel time should not exceed 90 minutes in each direction. The length of the requirement is expressed in hours between 12-36, with a maximum of three hours per attendance and one attendance per day.

7. The court is able to sentence an offender to an Attendance Centre Requirement without the need for a referral to, or assessment by, the SAC. An Attendance Centre Requirement can be proposed in an oral report, a Fast Delivery Report or a Standard Delivery Report.
8. The court cannot make an Attendance Centre Requirement unless satisfied that there is an SAC locally and that the SAC is reasonably accessible to the offender. The Powers of the Criminal Courts (Sentencing) Act 2000 states that courts should not consider making an order unless satisfied that the centre is accessible to the offender taking into account his/her age, means of access and any other circumstances, including public transport. Attendees should not be expected to travel for more than 90 minutes each way and the individual case will need to be considered on its merits. Officers In Charge may, where necessary reimburse reasonable travel costs.
9. Attendance Centre requirements are an option for a single requirement order. Where the seriousness of the offence makes a multiple requirement order inevitable, court officers and report writers should also consider the use of an Attendance Centre requirement, in combination with other requirement(s), to add punitive weight. Consideration should also be given to using Senior Attendance Centres as a means of deflection from short-term custodial sentences and from committal to prison for non-payment of fines.¹
10. An Attendance Centre Requirement should also be considered as a sanction for non-compliance with a community order. Where non-compliance relates to an Attendance Centre Requirement, the reasons for non-compliance should be considered and, if appropriate, additional hours up to the maximum of 36 be proposed. Any proposal for an extension to Attendance Centre hours should only be made following consultation with the Officer In Charge I.

Implementation of the Attendance Centre Requirement

11. The Attendance Centre Rules (1995) require that the occupation and instruction provided at Attendance Centres shall include a programme of group activities designed to address offending behaviour and support the development of self-discipline, skills and interests. Within these broad guidelines, programmes delivered at SACs have developed individually and reflect the needs of the areas served by the centres. Although not a requirement of the Attendance Centre Rules (1995), the principles of the

¹ Under S. 40 Criminal Justice Immigration Act 2008, the applicable phrase is 'attendance centre requirement'. However, since Section 300(2) Criminal Justice Act 2003, upon which the powers conferred under Section 40 are dependent, has not yet been commenced, Section 40 does not have the operative effect of giving the court the power to impose orders containing attendance centre requirements on fine defaulters under 25 years of age. Until such time as S. 300(2) is brought into force, courts may still rely on the provisions of Section 60(1)c) Powers of Criminal Courts (Sentencing) Act 2000, which confers the power to impose Attendance Centre Orders as an alternative to imprisonment of fine defaulters under 25 years of age. When a commencement order bringing into force S. 300(2) is eventually passed, the term 'attendance centre requirement', will be applicable.

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Crime and Disorder Act 1998 for agencies working with young offenders to address offending behaviour are maintained at Senior Centres.

12. SACs currently provide activities to address: health and life skills; education and training; and offending-focussed issues such as victim awareness, problem solving and car crime. It is mandatory that sessions on knife crime and gang culture are available. They are included in the programme as agreed with local partners. A review is currently underway to explore the potential for the greater use and development of SACs.
13. Where the Attendance Centre Requirement is the only requirement of an order, the responsible officer will be the Officer in Charge of the centre.
14. Where the Attendance Centre Requirement is managed in combination with other requirements as part of a community sentence, National Standards for the Management of Offenders 2007 apply and the responsible officer will be the Offender Manager.
15. If a report is prepared for the court, arrangements should be made after sentence, and before the offender is due to attend the centre, to forward a copy of the report to the relevant Officer in Charge, together with any relevant information e.g. record of previous convictions and any document suggesting an increased risk to the health and safety of staff and other attendees.
16. In relevant cases, the Offender Manager should ensure that a copy of the Sentence Plan is shared with the SAC Officer in Charge in line with National Standards (2c4 and 2b5).
17. An offender subject to an Attendance Centre Requirement should be instructed to commence attendance at the centre within 15 days of sentence or release. The offender will be instructed to attend at regular intervals in accordance with SAC opening dates for a maximum of three hours at each session until the hours ordered are completed in line with national standards (2d6). Where attendance is in default of payment, the requirement to attend will be discharged by payment of outstanding monies.

Enforcement of the Attendance Centre Requirement

18. Responsibility for enforcement of an Attendance Centre Requirement lies with the Offender Manager in all cases except where it is the only requirement in the order, in which case, responsibility rests with the Officer in Charge of the SAC.
19. For example, where a community sentence consists of both an Attendance Centre Requirement and a curfew requirement, an offender manager is responsible for enforcement action. Areas should ensure arrangements are in place to share relevant information in an appropriate timescale to ensure timely enforcement actions in all cases where there is an Attendance Centre Requirement.
20. The Sentencing Guidelines Council 2008 guideline on breach of a community order states that the 'primary objective when sentencing for breach of requirements is to ensure that those requirements are completed.' Information should, therefore, be included in the breach report regarding the extent to which the offender has complied with the requirement(s) of the community order. Where the non-compliance relates to an Attendance Centre Requirement, the reasons for non-compliance should be considered and, if appropriate, additional hours proposed. Any proposal to extend

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Attendance Centre hours should only be made following consultation with the Officer in Charge.

Further developments

21. Areas should consider, with their local SAC providers, the training and liaison needs of staff in order to maximise compliance with Attendance Centre Requirements
22. Areas should review protocols in place with SAC providers with a view to improving access to, and the use of, local provision for Attendance Centre Requirements.
23. Areas may wish, as part of local plans to promote alternatives to custody, to discuss with Officers in Charge and/or AC Regional Managers opportunities for briefing and providing promotional materials for sentencers, court users and area staff.

PC 20/2008 Senior Attendance Centres - Annex A

Centre	Region	OIC	Secure Email	PO Box Address	Centre Address	Mobile Phone
Bedfordshire Senior Mixed,	L'DON & EAST	Andrew Nash	Andrew.Nash@justice.gov.uk		South Luton High School and Community College, Cutenhoe Road, Luton, Bedfordshire, LU31 3NH	(07837) 564183
Bolton Senior Mixed	WEST	Mark Wilkinson	Mark.Wilkinson@justice.gov.uk		Canon Slade School, Bradshaw Brow, Bolton, BL2 3BP	07701 099282
Bristol Senior Mixed	SOUTH	Dennis Stinchcombe MBE	dennis.stinchcombe@justice.gov.uk		Riverside Youth Project, Clement Street, Easton, Bristol, BS2 9ES	(07973) 574091
Cleveland Senior	NORTH	Michael Walker	michael.walker@justice.gov.uk	PO Box 204	MacMillan College, Stockton Road, Middlesbrough, TS5 4YU	(07736) 084246
Cornwall Senior	SOUTH	Tony Brown	tony.brown@justice.gov.uk	Wigton	1st Floor Allen Building, Truro College, PO Box 140, Truro, TR1 1WP	07725 995417
Derby Senior Mixed	MIDLAN DS	Malcolm Campion	malcolm.campion@justice.gov.uk	Derby Senior Attendance Centre PO Box 7537 Derby DE1 0NG	Merrill Community School, Upper Moor Road, Allenton, Derby	07970 024231
Dewsbury Senior Mixed	NORTH	Nick M Greenwood	NickM.Greenwood@justice.gov.uk		St John Fisher High School, Oxford Rd, Dewsbury, WF13 4LL	(07802) 675110
Doncaster Senior Mixed	NORTH	Ernest Brentnall	ernest.brentnall@ac.cjsm.net		Danum School, Armthorpe Road. Doncaster	(07904) 156425

Centre	Region	OIC	Secure Email	PO Box Address	Centre Address	Mobile Phone
Essex Senior Mixed	L'DON & EAST	Andy Loveridge	Andy.Loveridge@justice.gov.uk		The Boys Club', Harway House, Rectory Lane, Chelmsford, CM1 1RQ	(07789) 322887
Exeter Senior	SOUTH	(Acting) Sadie Diamond	Sadie.Diamond@justice.gov.uk	PO Box 525, Exeter, EX1 9ED		07929 865859
Hampshire Senior Mixed	SOUTH	Paul Briggs	paul.briggs@justice.gov.uk	PO Box 4, Sarisbury Green, Fareham, Hampshire, SO31 9FA	Fareham College, Bishopsfield Road, Fareham, PO14 1NH	(07767) 373788
Hull Senior Justice Centre	NORTH	Barrie Jeffery	Barrie.Jeffery@justice.gov.uk	Hull & East Riding Justice Centres, PO Box 91, Barton-upon-Humber, North Lincs, DN18 5WQ	Hull Career Choices, 26 Raywell Street, Kingston-upon-Hull, HU2 8EP	(07767) 373788
Leicester Senior Mixed	MIDLAN DS	Russell L'Homme	russell.l'homme@justice.gov.uk	PO Box 7265 Wigston Leicester LE18 2ZU	The Lancaster School, Knighton Lane East, Leicester, LE2 6FU	(07946) 728779
London Senior Mixed	L'DON & EAST	Deborah Bennett	deborah.bennett@ac.cjsm.net		Rokeby School, Pitchford Street, Stratford, E15	07944 894094 07500 097031
Manchester Senior Mixed	WEST	Robert Dunbar	Robert.Dunbar@justice.gov.uk	PO Box 205 Stretford Manchesster M32 8XY	The Saint John Vianney Upper School, Rye Bank Road, Firswood, Old Trafford, Manchester, M16 0EX	(07971) 502975
Medway Senior	SOUTH	David Schock	David.Shock@justice.gov.uk	PO Box 379 West Malling, Kent ME19 5QN	Chatham South School. Park Crescent, Chatham, ME4 6NT	(07880) 725037

Centre	Region	OIC	Secure EMail	PO Box Address	Centre Address	Mobile Phone
Merseyside Senior	WEST	(Acting) Jim Scotson	jim.scotson@justice.gov.uk		St Edmund Arrowsmith School, Scotchbarn Lane, Whiston, Prescot,	07894 224333
North London Senior Mixed	L'DON & EAST	Acting Adrian Usher	adrian.usher@met.pnn.police.uk	PO Box 295 St Albans Herts AL4 0YX	County School, Worcester Crescent, Mill Hill, London	(07958) 489426
Nottingham Senior Mixed	MIDLAN DS	David A Williams	david.williams@justice.gov.uk		Djanogly City Technology College, Sherwood Rise, Nottingham Road, Nottingham, NG7 7AR	(07958) 489426
Plymouth Senior	SOUTH	Vacant				
Preston Senior Mixed	WEST	Jim Artingstoll	Jim.Artingstoll@justice.gov.uk		Our Lady's RC High School, St Anthonys Drive, Fulwood, Preston, PR2 3SQ	(07957) 223060
Sth London Senior Mixed	L'DON & WEST	Emma Southon	emma.southon@ac.cjsm.net		Ashburton High School, Shirley Road, Croydon, Surrey, CR9 7AL	(07950) 935105
South Wales Senior	WEST	Raimondo Zavaglia MBE	Raimondo.Zavaglia@justice.gov.uk		Plasmawr High School, Waterhall Road, Pentrebane, Cardiff	(07793) 392684
Torbay Senior	SOUTH	Mike Youlden	michael.youlden@justice.gov.uk		No Mail to this Address! Westlands School, Westands Lane, Torquay, TQ5 2AU	07770 803720
Tyneside Senior	NORTH	Shaun Malarkey	shaun.malarkey@justice.gov.uk		Gosforth High School, Great North Road, Gosforth, Newcastle Upon Tyne	07960 973923 07770 335057
West London Senior	L'DON & EAST	(Acting)Althea Prince	Althea.Prince@justice.gov.uk		Lampton School, Lampton Avenue, Hounslow, Middlesex, TW3 4EP	07971 163975

Centre	Region	OIC	Secure EMail	PO Box Address	Centre Address	Mobile Phone
West Midlands Senior	MIDLANDS	Peter Chandler	peter.chandler@justice.gov.uk		c/o Kingsbury School, Leisure Centre, Kingsbury Road, Erdington, Birmingham, LS28 5SG	07930 130012
West Yorkshire Senior Mixed	NORTH	Anthony Eccles	anthony.eccles@ac.cjsm.net		Priesthorpe School, Priesthorpe Lane, Farsley, Pudsey, Leeds, LS28 5SG	(07768) 536111
Regional Manager	NORTH	Mike Salt	mikee.salt@justice.gov.uk			(07970) 880479 + HO mobile- 07826 891244
Regional Manager	SOUTH	Ian Dawkins	ian.dawkins@justice.gov.uk	PO Box 915 Maidstone, Kent ME14 4WB		07852 898664
Regional Manager	MIDLANDS	Mike Shaw	mikej.shaw@justice.gov.uk	PO Box 7457, Alfreton Derbyshire DE55 9BG		07826 890892
Regional Manager	WEST & WALES	Mike Page	mikej.page@justice.gov.uk	PO Box 5270 Mansfield NG18 3FA		07826 891063
Regional Manager	L'DON & EAST	David Miveld	david.miveld@justice.gov.uk			07770 321113

Probation Circular 20/2008 - Senior Attendance Centres – Annex B

REGIME SUMMARY AND DELIVERY DETAILS FOR SENIOR ATTENDANCE CENTRES

Programmes

Attendance Centre sessions are delivered in a group environment. Programmes are developed to address Attendance Centre objectives of addressing offending behaviour and assisting offenders to develop new and useful skills. Most Officers In Charge have tailored programmes to suit local needs and have used local support agencies and facilities available to them. Within these programmes there are some common themes which include:

- Life skills
- Community involvement
- Physical activities and health issues
- Practical activities – woodwork, first aid
- Car Crime, Driving skills and road safety
- Drug, alcohol and substance abuse
- Anger management, Bullying & Intimidation
- Victim awareness
- Communication techniques
- Prince's Trust
- Duke of Edinburgh Award

Equality Impact Assessment - Initial Screening

This form can be used to screen policies for equality and diversity impacts. **Before you complete this form you must read section 2.1 of the Guidance Notes.**

A. Identify objectives and outcomes
1. Name of the legislation, policy or service being assessed Probation Circular 20/2008 - Senior Attendance Centres
2a. What is the aim, objective or purpose of the policy, legislation or service and who will benefit from it? NB The Treasury Green Book provides useful guidance on setting objectives http://intranet.dca.gsi.gov.uk/reports/policy_makers/green_book.htm The aim is to encourage the Probation Service to make more use of the existing service provided by Senior Attendance Centres across England and Wales where they are available or accessible. Benefits will be to Probation, SACs, Courts and Offenders (see 2b below).
2b. What are the intended outcomes? Enhanced use of the SAC service should: <ul style="list-style-type: none">• relieve some of the burden from Probation by diverting some offenders to the SAC service• Providing sentencers with more disposal options.• Divert some offenders away from a custodial sentence by providing an optional disposal• Use capacity available in SACs, some of which are underused• Provide offenders with the opportunity to learn new skills to deter re-offending, whilst addressing the reasons behind their offending in the first place.

3. Do you share responsibility for this legislation, policy or service with another Government Department or organisation (e.g. criminal justice partners). If so, who defines it and who implements it?

Courts and Sentencers will continue to make the decision about which offenders may be sentenced to an Attendance Centre Order or AC Requirement. However, decisions on sentencing are usually guided by Probation, who could recommend these alternatives to sentencers.

There will be no change to current implementation. ACOs will continue to be implemented by ACs; other Orders will be implemented by Probation.

4. Who are the key stakeholders in relation to the legislation, policy or service? What outcomes do they want? Does the list of stakeholders include representatives from all relevant/interested groups of people? If not, why not?

Key Stakeholders are:

- Courts
- Probation Service
- Attendance Centres
- Young Offenders
- Police
- Community/Taxpayer

These stakeholders require that the offender be punished, become less likely to re-offend, not be given a custodial sentence unless necessary and that all this should be achieved by the most cost-effective means.

B. Analyse existing evidence and collect further data

5. Please list the data used to facilitate the initial screening of the legislation, policy or service. For example, statistics, survey results, complaints analysis, consultation documents, comparative policies from internal and external sources and other Government Departments

Internal research statistics setting out programmes on offer, capacity in ACs
 Consultation on the Future of Attendance Centres
 Independent research on the effectiveness of Junior ACs, the findings from which can be directly related to SACs.

6. Are there gaps in information which require further research or consultation, or that may require additional information to be collected as part of the monitoring and review process?

There is little information available from Research and Development Statistics on recidivism rates

C. Assess the impact of the legislation, policy or service

7. Is there any evidence that different groups of people have different participation rates for the legislation, policy or service (eg men do not access the services provided by the domestic violence courts in the same way that women do)?

	Yes	No	Not Known		Yes	No	Not Known
Age		x		Racial Group		x	
Caring Responsibilities		x		Religion or Belief		x	
Disability		x		Sexual orientation		x	
Gender		x					

Please set out the evidence on which you based this conclusion:
 Senior Attendance Centres already exist across England and Wales. They comply with the Department's Diversity Policies and are proactive in seeking to ensure that their programme meets the needs of all groups of people. The Probation Circular seeks merely to remind the Probation Service of their existence and the facilities they provide in an effort to make better use of the SAC service.

8. Are there barriers that might inhibit access to the benefits of the legislation, policy or service? Consider:

- Is anyone excluded from enjoying the benefits of the policy?
- Will information be available in alternative formats (<http://intranet.dda/alt.htm>) or languages (e.g. Welsh language)?
- Will disabled people be able to access the service?

	Yes	No	Not Known		Yes	No	Not Known
Age		X		Racial Group		X	
Caring Responsibilities		X		Religion or belief		X	
Disability		X		Sexual Orientation		X	
Gender		X					

Please indicate what the barriers may be or if there are no barriers, please set out the evidence on which you based this conclusion?

There are only 28 SACs across England and Wales so not every region has an accessible SAC.
There is an age limit of 24 years.

9. Is there any evidence that different groups have (or are likely to have) different needs, experiences, issues and priorities in relation to the current or proposed legislation, policy or service. For example, have any equality stakeholders (organisations or individuals) indicated that the legislation, policy or service could (or would) create exclusion or hold specific challenges for them?

	Yes	No	Not Known		Yes	No	Not Known
Age		X		Racial Group		X	
Caring Responsibilities		X		Religion or Belief		X	
Disability		X		Sexual orientation		X	
Gender		x					

Please set out the evidence on which you based this conclusion:

Increasing the use of Senior Attendance Centres should not have any negative impact on equality issues: it will simply enable courts to have more flexibility in deciding appropriate interventions. With appropriate safeguards and monitoring the increased flexibility offered by the extended use of SACs should ensure that interventions are individually tailored to the needs of the young person and address their offending behaviour regardless of background.

Courts have a duty to ensure, as far as practicable, that any requirement imposed by the use of the SAC avoids any conflict with offenders' religious beliefs

10. Is the legislation, policy or service sensitive to the needs and cultures of different groups of people?

	Yes	No	Not Known		Yes	No	Not Known
Age	X			Racial group	X		
Caring Responsibilities	X			Religion or Belief	X		
Disability	X			Sexual orientation	x		
Gender	X						

Please set out the evidence on which you based this conclusion

The ACs Briefing on Diversity.
Policies include guidance on dealing with different cultures, eg Powers to Search for Weapons.

11. Is there any evidence that this legislation, policy or service could directly or indirectly discriminate against any group of people?

	Yes	No	Not Known		Yes	No	Not known
Age		x		Racial Group		X	
Caring Responsibilities		X		Religion or Belief		X	
Disability		X		Sexual Orientation		x	
Gender		x					

Please set out the evidence on which you base these conclusions

See above

12. Does the policy result in positive impacts; if so please list them here? For example, does it have a beneficial effect on a group of people or improve equal opportunities and/or relationships between different groups of people?

All sessions at ACs are conducted in groups, which enable offenders to share experiences and support each other in a unique environment. No other CJS system works in this way.

13. What measures can be taken to promote equality of opportunity by altering the legislation, policy or service, or by working with others, for examples, partners? Is there any evidence of missed opportunities to promote equality of opportunity, if so please provide details?

ACs would benefit from greater access to diversity training etc from Regional/Probation colleagues.
Opening more SACs would give offenders, Probation and courts more access to the AC service and more options for the disposal of offenders.

14. Is a full equality impact assessment required?
If not, please explain why not.

NO

The proposal does not alter the current service or situation. It does, however, provide Probation and Sentencers with greater information about the SAC service and therefore, further options for the disposal of offenders and their rehabilitation.

15. If a full equality assessment is not required what data is required in the future to ensure effective monitoring? How and when will the policy be monitored and reviewed?

The AC HQ team collects statistics on the use of ACs and their capacity. Regional Managers monitor the effectiveness of the SACs and the use made of them by local partners. HQ liaises with those partners to ensure that good use is made of the available service. All of this will continue but the publication of the Probation circular should lead to improved use of the service.

16. Any other comments on the policy and/or initial screening process:

You should now complete a brief summary (if possible, in less than 50 words)) setting out which policy, legislation or service the EIA relates to, how you assessed it, a summary of the impacts (positive and negative) and any decisions made, actions taken or improvements made as a result of the EIA. The summary will be published on the external MoJ website

Increasing the use of Senior Attendance Centres should provide courts and Probation with more flexibility in deciding appropriate interventions for young offenders, ensuring that they are individually tailored to the needs of the young person and address their offending behaviour regardless of background. Access to SACs is limited as there are only 28 across England and Wales but consideration is being given to filling gaps where a need has been identified.

Name (must be grade 5 or above): Carol Bernard

Department: Ministry of Justice

Date: September 2008

If no adverse impacts have been identified and a full equality impact assessment is not going to be completed, please send a copy of the initial screening plus summary by e-mail to the Equality, Diversity and Human Rights Division. If a full equality impact assessment is required then retain the initial screening until the full impact assessment has been completed and then send both the initial screening and full equality impact assessment together to the Equality, Diversity and Human Rights Division.

Probation Resource Impact Assessment Template

A. SCREENING DETAILS

1. Title of Probation Circular (PC)

PC20 2008 Senior Attendance Centres – Annex D

2. Notes on the reliability of the costing below and issues for the Probation Coherence Group to consider.

Costs will vary between Areas depending on:

- 1 Whether the area has already undertaken action to promote the use of SACs
- 2 Whether the Area has already agreed protocol(s) with relevant SAC(s)
- 3 The number of SAC(s), if any, serving the Probation Area.

The costs of dissemination the information in the circular are believed to be minimal and have not been included.

The significant resource commitment is in developing, agreeing and reviewing protocols. The time and grade commitment may vary considerably between Areas. It is believed 17 areas will require protocols

If an Area agrees to undertake breach/applications for single requirement orders there would be an associated cost mitigated by the awarding of Court costs.

No data is available on the potential number of such court actions but it is believed to be small.

The aim of the PC is to reduce the custody rate and this should result in an unquantifiable reduction in Probation resource requirement.

3. Method

Identification of Task	(a) Additional /Reduced Time to Perform Task (hours)	(b) Number of Times Task Performed Annually Nationally	(c) National Increase /Decrease in Hours (a x b = c)	(d) Hourly Cost (determined by grade of staff) £	(e) National Annual Total Cost/Saving (c x d = e) £
Development and agreement of SAC Protocol	15 hours	One Off, 15 areas	225	£40	£9,000 one off
Review of protocols, six monthly not required in first year	2 hours	Twice, 21 Areas	84	£40	£3360
Total for PC					Yr 1: £9000 Yr 2 +: £3360