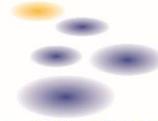


**Integrated Offender Management**  
*Working in partnership to reduce offending*



Leicester City **youth** Offending Service

## **Leicester City Youth Offending Service - Deter Young Offenders Policy**

**August 2015**  
**(Reviewed January 2016)**  
**(Reviewed June 2016)**  
**(Reviewed August 2016)**  
**(Reviewed July 2017)**  
**(Reviewed May 2019)**

## Introduction

The purpose of this document is to provide operational and best practice guidance for those agencies and partners involved in the management of Deter Young Offenders (DYO) in Leicester City.

The primary objective of DYO processes is to identify young people most responsible for reoffending and enhance their management and supervision, through providing a local framework for Leicester City Youth Offending Service (YOS), and Partners to reduce reoffending and maintain public protection.

This guidance should also be read in conjunction with Leicestershire and Rutland Integrated Offender Management (IOM) Operational Manual Issue Four, November 2018 – latest IOM Guidance, CM& DP Guidance, risk of harm policy,

## 1. DYO Identification

The identification of a young person as a DYO will be based on the following:

- Any young person who has been assessed using the YJB ASSETPlus assessment framework through YOGRS as 77-100% or High risk of Reoffending must be considered for DYO classification.
- All young people who are assessed as high and very high risk of harm should also be considered for classification.
- The YOS case manager will have the discretion to consider young people who do not meet the above criteria where there are concerns in relation to escalations in the seriousness and frequency of both offending and harm to others. This must be discussed with a team Manager and Offender Management Coordinator.

## 2. Process for DYO classification:

- Case Managers and Team Managers have responsibility for identifying cases suitable for DYO classification. Case managers must notify the Offender Manager Coordinator, seconded police officers and team manager of DYO cases. Notification should be done by email at the earliest opportunity. DYO cases will be secondary allocated to a YOS seconded police officer and the Offender Management Co-ordinator.
- Following receipt of the email notification, the Offender Management Coordinator alongside the seconded officer (if possible) will meet with the case manager/Team Manager to establish the purpose for DYO status and identify actions and timescales to manage the risk. A recording of this meeting will be made by the Team manager
- Upon receipt of the notification from the case manager, DYO visits will be undertaken following consultation with the Team Manager/case manager within 5 working days
- All DYO's will need to be referred by the case manager and discussed at the Case Management and Diversity Panel (CM&DP) as soon as they are identified as a DYO. The Offender Manager Coordinator will oversee these referrals to ensure they are being referred in a timely manner and that all cases are referred, in line with procedure. The CM&DP is designed to support case management to reduce the level of risk and manage safety and wellbeing through reviewing assessment and supporting intervention planning.
- The Offender Management coordinator and a Seconded Police Officer will be responsible for preparing intelligence screening as well as attendance at the CM&DP.
- The case manager will present the case at CM&DP. A decision will be made whether there is **added value** in making a referral to the single agency referral panel for IOM/MAPPA in consultation with the core panel members. The Chair will have the overriding decision. Factors to consider for added value: greater senior management oversight, additional external support, transitions.

- Following the CM&DP the YOS Case Manager will then complete the IOM referral form for those eligible cases and refer to the Offender Management Coordinator who will present the case at the IOM/MAPPA single referral meeting.
- All DYO's will be recorded on Niche by the Offender Management co-ordinator.
- The Seconded Police Officer will be responsible for recording actions and outcomes on NICHE and liaising with the neighbourhood Team

### 3. The Single Agency Referral Panel

The Referral Panel takes place on a weekly basis at Mansfield House Police Station.

If the referral is urgent, a bespoke panel can be held, with at least the Chair and Lead Agency represented.

#### Membership

Agency	Expected attendance	Panel Member
Chair (MAPPA Manager)	Every SRM	Deputy – MOSOVO Detective Inspector / IOM Detective Inspector
Police	Every SRM	IOM Inspector
National Probation Service	As required	Senior Probation Officer
Community Rehabilitation Company	As required	Team Manager / Practice Development Manager
Turning Point	As required	Criminal Justice Hub Manager
YOS	As required	Offender Management Co-ordinator

Aside from the Chair and the Police, other agencies are only formally required when their agency are making the referral.

Lead agency representative will present the case.

#### Decision

The chair has the final decision for all cases dealt with via the SRM, based on the referral and input from / discussion with other panel members.

IOM Outcomes are either:

- Reject with feedback – not IOM
- IOM - Local
- IOM – Co-located

MAPPA outcomes are either:

- Reject with feedback – not MAPPA Level 2 or 3
- Registering for consideration at MAPPA Level 2 or 3
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As part of the SRM, the chair will identify whether a Case Management Meeting needs to be convened.

- Following the panel meeting, the Offender management co-ordinator will update Capita and notify the case manager of the outcome.
- If there is concern regarding the decision this should be discussed with the team manager and escalated to Service Manager Level if required.

#### 4. Management of Deter Young Offenders

##### RAG meeting

- RAG process will take place every six weeks By seconded police officers and offender management co-ordinators – with an overview from YOS management Team. The Management team and the offender management co-ordinator and seconded police officer will review the current DY0 list to apply a weighting to prioritise these cases via a traffic light system (Ragging). The order of discussion at the meeting will be as follows; Current Red Tier, New DY0, Amber/green offenders/declassification. Young people who are defined as Habitual knife carriers (HKC should also be considered for DY0 Ragging
- It is the responsibility of the Team Managers, allocated Seconded Police Officer and the Offender Manager Coordinator to discuss current assessment with case manager and prior to the meeting.
- The meeting will utilise a combination of multi-agency information, YOS current assessment framework ASSETPLUS, Reoffending and YOS records to inform the RAG status.
- It is the Team Manager's responsibility to identify actions, owners and timescales to ensure any identified risks are effectively managed following the RAG status.
- It is Seconded Police Officer's responsibility to record outcomes, RAG rating on the Niche system.
- It is the Offender Management Coordinator's responsibility to record outcomes of the meeting onto the Capita system.
- The following Ragging system will be applied.
  - **Red**  
**There are indicators of a risk of serious harm. This could happen imminently or at any time....and/or...**  
**Information indicates the person is offending. Young Person is assessed as high risk of offending. Young person is illegally at large or failing to engage in interventions with intelligence to suggest active offending.**
  - **Amber**  
**There are indicators of a risk of serious harm. The person has the potential to cause harm but in the current circumstances is unlikely to do so, or there is insufficient information to fully assess the risk.**  
**Information indicates person may be offending or insufficient information to make an accurate assessment.**
  - **Green**  
**No significant current indicators of risk of serious harm.**  
**Information indicates the person is not currently offending**  
**Active engagement with interventions and no further offending.**

## 5. Tiers of Risk Management

The following tables provide a clear tiered approach for those DYO offenders identified following the Ragging process. It identifies the nature and the intensity of work to be undertaken with the Deter young offender and also allows agencies to prioritise their resources and in accordance of risk and level of engagement

1. Consideration of restrictive measures alongside statutory supervision.
2. Frequency of Visits determined by level of risk and added value
3. Tracking of reviews at CMDP.
4. Increased profile for young person across different agencies
5. Prioritisation of resources –Cases reviewed at ReoffendingToolkit. Cases is prioritised for QA. all DYO cases to be considered for advocacy support and QA.
6. Seconded police officers to provide intelligence updates to case manager and Team manager
7. Fast-tracking of breach procedures
8. Share YOS information with Police neighbourhood teams on a weekly basis if relevant
9. Real time intelligence exchange between staff.
10. Increased management oversight

1. Consideration of restrictive measures alongside statutory supervision.
2. Seconded police officers to provide fortnightly intelligence updates to case manager.
3. Share YOS information with Police neighbourhood teams on a weekly basis
4. Cases are reviewed at CM&DP and Reoffending Toolkit meetings
5. Real time intelligence exchange between staff.
6. Increased management oversight

1. DYO is managed and reviewed through local arrangements
2. Cases are reviewed at CM&DP and DYO Real time intelligence exchange between staff

## 6. Custody Cases

- All custody cases MUST be booked into the CM&DP within a month of sentence to facilitate early resettlement planning and management of risk. There will be a requirement for the offender management coordinator and the seconded police officer to carry out custodial visits. Consultation must take place between the offender management coordinator and Leicestershire police about appropriate licence conditions.

## **7. Offender Management Co-ordinator Expectations**

- Checking cases to ensure that DYO processes are being followed, including ensuring that cases are booked into the CM&DP.
- Notify the young person and their family of their DYO status within 5 working days following consultation with Team Manager and Case Manager.
- When necessary update any necessary information about DYO including flags, and requirements on Police Database Niche.
- To have contact with the DYO and the levels of contact to be dependent on RAG status (normally RED) and management instruction. The expectations for the role in each case must be discussed with the Team Manager and detailed in the ASSET PLUS document) by the case manager prior to contact with the young person and family.
- To provide enhanced case management support for DYO cases in particular RED nominals and oversight via contributing towards assessments as well as supporting Pathways and Planning as well as addresses both desistance, future harmful behaviour and safety and well being.
- Evidence of work which contributes towards assessments as well as supports pathways and planning and addresses both desistance, future harmful behaviour and safety and well being
- The Offender Management Coordinator to undertake home visits when there has been a rag reduction to highlight good progress.
- To attend case management supervision when requested by respective Team Manager
- Real time intelligence checks to increase focus on intelligence gathering and analysis to inform intervention and management decisions
- Representing the YOS at the single Agency Panel meeting.
- Share the list of DYO names with the Hub/Police for dissemination.
- Core panel member at the Case management and Diversity panel meetings at City YOS.
- Identification of siblings of DYO cases who may be at risk and make a referral to prevention services such as Early Help or Targeted Youth Support.
- Undertake Custody visits and the frequency to be determined by the Team Manager
- Maintain a list of City DYOs and assist in the development of DYO management including establishing closer links with local policing units.
- To monitor and contribute towards the performance data including the reoffending toolkit for DYO offenders.
- To carry out an auditing function of the DYO cases
- Lead contact for application for Criminal Behaviour Orders and Gang Injunctions
- Provide and lead on YOS intelligence to the RAG process and provide feedback to YOS staff
- Act as Hub contact point on relevant Youth Enhanced IOM cases
- Attend and contribute towards Reoffending Toolkit Meetings
- Act as YOS representative at criminal justice & safeguarding meetings including MAPPA, CSE/CE/ Missing and Peer Mapping meetings when required
- Assist in the implementation of new developments, work on around serious Youth violence and Criminal Exploitation.

## **8. Expectations of YOS Police Officer to manage Deter Young Offenders**

- The YOS Police will provide regular real time intelligence between the Police and the YOS.
- The YOS Police Officer to have contact with all DYOs being supervised at an intervention Level in accordance with Red RAG status. The expectations for their role in each case will be discussed with the Team Manager and detailed in the ASSETPLUS document by the case manager.
- The YOS Police Officer will also be responsible for supporting the risk management of all DYO cases including providing intelligence and information to inform the ASSET Plus

assessment. Actions arising from this assessment in the pathways and planning section of ASSET plus (Plan) will be carried out by YOS police officers.

- To liaise with the Case Manager at regular intervals and share any intelligence and information which would inform the assessment and planning and supervision of the young person subject to a DY0
- In addition, the seconded police officer will also assist the case manager to supervise DY0's in accordance to risk levels, requirements of their order/licence they are subject to.
- To sit on the CM&DP as core members. The Police Officer will provide information and intelligence to the panel and actively contribute towards ensuring the most appropriate response is undertaken to address offending behaviour (such as restrictions, curfew, prohibited, victim safety, disrupt offending).- **Evidence of this police intelligence supplied at CM&DP**
- To be responsible for feeding back actions to local police so that appropriate action is being taken. They will also liaise with local police officers to maximise intelligence gathering and also ensure that regular checks can be carried out.
- Geographical Neighbourhood Policing areas are allocated to individual YOS police officers and who are linked to NPA sergeants and IOM linked Officers as a point of contact for all DY0 offenders (Appendix A).
- To liaise with relevant agencies in relation to preventing young people who may be becoming a first-time entrant due to the frequency of offending and anti-social behaviour.
- Share young people's plans with Dedicated Neighbourhood Police officer
- Undertake custody visits– this should include visits being undertaken prior to the young person's release.
- Attend and contribute to DY0 reoffending RAG meetings

## 9. Expectations of Case managers

- Notification of DY0 status to the Offender management co-ordinator and team manager within one working day.
- Refer to the Case Management Diversity Panel Meeting for initial discussion and ensure that case is regularly reviewed as required or if level of risk increases
- Update and review ASSETPLUS and as required by YJB National Standards and whenever there is a significant change of circumstances in all cases.
- Update Pathways and Planning section of ASSET Plus to include police actions to manage young person's risk
- Liaise with the Offender Management Coordinator regularly and YOS police officer and keep electronic records up to date
- Liaise with Offender Management coordinator in relation to court proposals and licence conditions
- Provide up to date information to YOS Court Officers in order to assist in appropriate and timely sentencing. Ensure that Pre- Sentence Reports are considered for DY0 for sentencing occasions.
- Ensure that rigorous enforcement / reengagement action is taken including compliance panel and also expediting breach proceedings
- Actively consider YOS Advocacy support for the young person
- Ensure that the case is prioritised and discussed with your Line Manager during Supervision, to continually monitor the Pathways and Planning and current level of risk.
- Consult the Offender Management coordinator and YOS Police officer about enforcement and invite to compliance panel meeting if necessary
- To consult with Team Manager and Offender manager Coordinator if there is a significant change in risk which may prompt a change in RAG status

## **10. Expectations of Team managers**

- Ensuring that DYO cases are prioritised for supervision and management oversight
- Monitor and Review the performance of DYO contribution to managing reoffending and future harmful behaviour through supervision and other processes such as Reoffending Toolkit meeting.
- Attendance at operational and strategic meeting
- Attendance and Chairing of CM &DP and Reoffending Toolkit Meeting as per requirement.
- Fully utilise the Re-Offending Toolkit to identify YP who are contributing towards our re-offending rates
- Ensuring YOS resources are targeted at those who present the highest risk of reoffending and harm
- Promote access to support services from wider partnerships within CYPS and other agencies for DYO
- To consult with Team Manager and Offender manager Coordinator if there is a significant change in risk which may prompt a change in RAG status and provide clear instruction
- Promote timeliness of intervention, enforcement and support for the DYO offenders
- Monitor the performance of the cohort alongside the Offender Management Coordinator and Performance Manager and Management team

## **11. How is the DYO scheme measured?**

- Performance will be measured by creating a fixed cohort of children/young people who are identified as DYO.

This would be based on the following measurements

- Rate of re-offending
- Number of offences (excluding offences which pre-date DYO registration)
- The Reoffending Toolkit will also be utilised to track current re-offending rates, gravity of offences

## **12. De-selection process for DYO's:**

- Offenders who are 'green' for a period of 3-months
- Those for which the YOS order has ended.
- If a young person remains classified as a DYO on the lead up to their 18th birthday then YOS should give consideration to making a referral to IOM so consideration can be given to the most appropriate tier of IOM management prior to their transition into the adult CJS. This should take place in timely fashion and in line with YOS/Probation transitions protocol.
- Evidenced reduction in the risk of re-offending and/or serious harm.

Date written: 5 August 2015

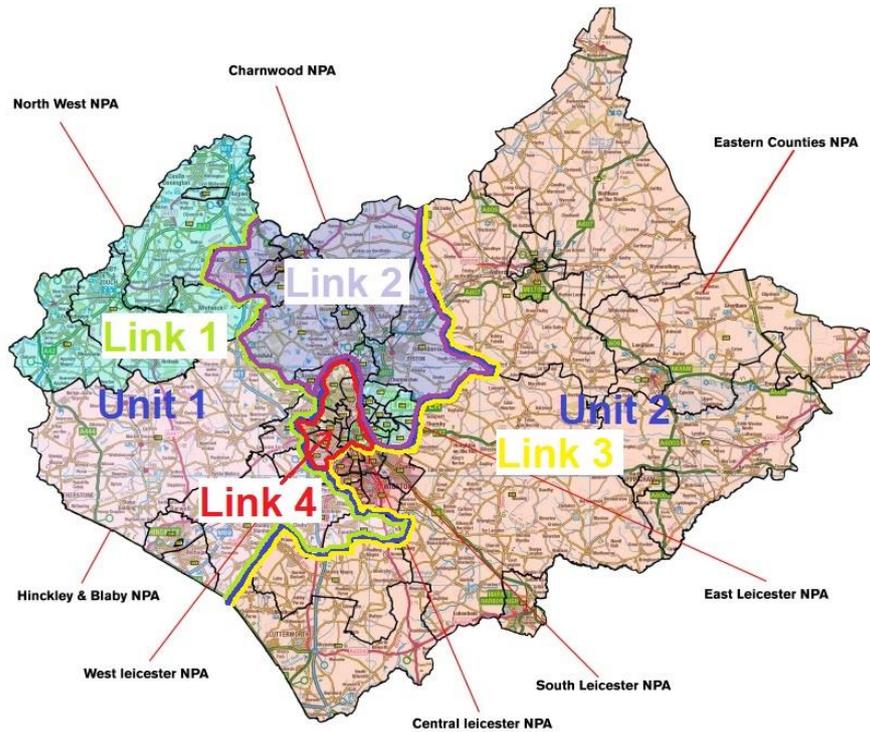
Review Date: January 2016

Review Date: June 2016

Review Date: August 2016

Review Date : July 2017

Review Date ; May 2019



## Appendix A

1. Seconded Police Officer DC Angela Feavyour is responsible for DYO offenders in the following NPA areas: West Leicester and South Leicester.
2. Seconded Police Officer DC Jim McGarvey is responsible for DYO offenders in the following NPA areas: Central Leicester and East Leicester