



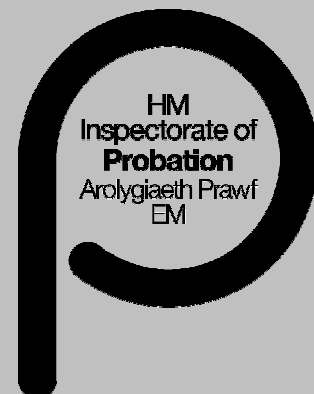
Inspection of
Adult Offending Work
Arolygiad o Waith Troseddu Oedolion

An Inspection led by HMI Probation

Case Assessment Tool
Court Work, Assessment,
Allocation
& Start of Order

August 2014

WORD v3.8
InfoPath v1.35



I A O W CASE ASSESSMENT TOOL

EXPLANATORY NOTES AND KEY

NOTES

Questions and Views have been ordered broadly in line with the Criteria, except that for Outcomes 2 and 3 the sections on Planning and Delivery for each Outcome have been grouped together.

View	Section
0	Case details
1	ASSISTING SENTENCING, 1.1 Assisting Sentencing 1.2 Assignment to Agency
2	DELIVERING THE SENTENCE OF THE COURT 2.1 Allocation to Officer & Planning to Deliver the Sentence 3.1 Planning to Reduce Reoffending
3	DELIVERY & REVIEW 2.2 Delivering the Sentence 3.2 Delivery of Interventions to Reduce Reoffending
4	PROTECTING THE PUBLIC 4.1 Planning and Assessment to Minimise Risk of Harm to Others 4.2 Delivery of Interventions to Minimise Risk of Harm to Others
5	Lead Inspector Information

Question format and scoring

Criteria No.	Question No.	Scoring
2.2.a.2	D.2.2.3	<input type="radio"/> mutually exclusive options <input type="checkbox"/> multiple selection options Yes <input type="radio"/> positive + No <input type="radio"/> negative - Not applicable etc <input type="radio"/> neutral \
	Information questions	<input type="radio"/> not scoring /

Numbering All questions have been numbered in order. Missing numbers have been reserved for additional questions in future inspections.

View 0 CASE DETAILS

Shading Colour codes for VIEW 0

WHITE ALL inspections

TURQUOISE Court Work, Assessment & Allocation ONLY

YELLOW Start of Order ONLY

GREEN Compound questions Substantive scoring judgements appear before and after, or only after, subsidiary non-scoring information questions.

Inspection details

Important – first you MUST select whether this is a:

Court Work, Assessment & Allocation Inspection

Start of Order Inspection

[further inspections to be added]

Assessor details

1 Your name

2 HMIP or Local Assessor HMIP

Local Assessor

Offender details

3 Name of LDU

4 **HMIP ID Number**

Do NOT write the offender's name on the form

5 Age at start or order or licence

6 Gender Male

Female

7 Race and ethnic category

W1 – White : British, W2 – White : Irish, W9 – White : Other, B1 – Black/Black British : Caribbean, B2 – Black/Black British : African, B9 – Black/Black British : Other, M1 – Mixed : White & Black Caribbean, M2 – Mixed : White & Black African, M3 – Mixed : White & Asian, M9 – Mixed : Other, A1 – Asian/Asian British : Indian, A2 – Asian/Asian British : Pakistani, A3 – Asian/Asian British : Bangladeshi, A9 – Asian/Asian British : Other, 01 – Chinese, 09 – Other Ethnic Group, NS – Refusal, NR – Not recorded

Case details

8 Type of case Licence

Community Order

Suspended Sentence Order

[include 1.2.13](#) Custody

Is this case Unpaid work only,
or Unpaid Work + Curfew only?

Yes

No

if Yes route out: 2.1.1 + 3 + 4
2.1.16
2.1.20 – 23 + 26
3.2.2 – 5
4.2.3

8.a Was the offender under statutory supervision at the point of sentence?

[include 1.1.2](#) Yes – currently supervised by the NPS

[include 1.1.2](#) Yes – currently supervised by the CRC

No

8.b To which agency was the case assigned following sentence, or at the start of the order or sentence being inspected?

[\[not scoring\]](#)

NPS	O	/
include 2.1.7	CRC	O /
No assignment decision made	O	/

8.c	Was the offender under statutory supervision at the time of inspection?		
	Yes – currently supervised by the NPS		O
	include 2.1.7 Yes – currently supervised by the CRC		O
	No		O
9	Has this order or licence terminated?	Yes	O
		No	O

10 – 12 Numbers not used

13.a	Order Requirements/ Licence Conditions		
	[licence cases only] Standard 6 only (IPP cases 7 only)		<input type="checkbox"/>
	remove remainder of list		
	[licence cases only] Pre-dates CJA 2003		<input type="checkbox"/>
	[CO or SSO only] Attendance Centre		<input type="checkbox"/>
	include 4.1.6 if CO or SSO Curfew		<input type="checkbox"/>
	Exclusion		<input type="checkbox"/>
	Prohibited Activity		<input type="checkbox"/>
	[CO or SSO only] Specified Activity		<input type="checkbox"/>
	include text box below		
	– please enter details below, noting ALL interventions/ providers that applied		
	<input type="text" value="Free text box"/>		
	[licence cases only] Non-association		<input type="checkbox"/>
	[licence cases only] Address offending behaviour		<input type="checkbox"/>
	[licence cases only] Address substance misuse		<input type="checkbox"/>

	[licence cases only]	Contact	<input type="checkbox"/>
	[licence cases only]	Prohibited Contact	<input type="checkbox"/>
		Residence	<input type="checkbox"/>
	[licence cases only]	Prohibited Residency	<input type="checkbox"/>
		Prohibited Travel	<input type="checkbox"/>
	[CO or SSO only]	Mental Health Treatment	<input type="checkbox"/>
		Alcohol Treatment	<input type="checkbox"/>
		Drug Rehabilitation/ drug testing	<input type="checkbox"/>
		Accredited Programme	<input type="checkbox"/>
	[CO or SSO only]	Supervision	<input type="checkbox"/>
	[CO or SSO only] include text box below	Unpaid work	<input type="checkbox"/>
		– please enter number of hours ordered at start of sentence	<input style="width: 50px; height: 30px;" type="text"/>
		Bespoke requirement – please enter details below	<input type="checkbox"/>
		<input style="width: 350px; height: 25px;" type="text"/>	
13.b		Was any requirement or condition monitored electronically?	
		No	<input type="radio"/>
		Yes – Curfew	<input type="radio"/>
		Yes – Satellite tracked curfew	<input type="radio"/>
	include text box below	Yes – Other	<input type="radio"/>
		Please enter details below	
		<input style="width: 350px; height: 25px;" type="text"/>	

Offence details

14.a Offence: **please select the original, principal, offence only**

Violence against the person
(including affray, violent disorder and threatening and abusive behaviour (even where there is no actual individual victim or

- physical assault)
- Fraud and Forgery
- Sexual offences
- Criminal damage (excluding arson)
- Burglary
- Arson
- Robbery
- Drug offences
- Theft and handling stolen goods
- Motoring inc: Drive whilst disqualified
- Motoring inc: Drive with excess alcohol
- Other – please enter details below

- 14.b Has the court defined the offence as a hate crime?
- include 1.1.15.g Yes
- go to 15 No

- 14.c What type of hate crime?
- Race
 - Religion
 - Sexual Orientation
 - Disability
 - Gender Identity

Offender characteristics and other case details

- 15 Did this case meet the criteria for MAPPA at any time during the period being assessed?
- No – and was rightly not identified as a MAPPA case \
 - No – but was **WRONGLY** identified as a MAPPA case —
 - Yes – but **NOT** identified —

include 4.1.12 – 16

Yes – and was identified



- 16 Was there evidence this offender has currently or previously been a perpetrator of domestic abuse?
- Yes
- No
- Unsure

- 17.a In your assessment, were there concerns about protecting children in this case?

include 17.c Yes – and these had been identified by the OM



include 17.c Yes – but these had NOT been identified by the OM



Unsure – there may have been concerns about protecting children, but this had not been adequately checked



No – there were no concerns about protecting children



- 17.b Was the offender in contact with a child/children subject to formal child protection procedures e.g. a s47 child protection enquiry, child protection plan or child in need?

include 17.c Yes

No

Not clear from records

- 17.c Was the offender a source of these protection concerns?

include if 17.a or 17.b positive Yes

No

Not clear from records

- 18 Was this offender:

A a prolific or other priority offender? Yes

No

B subject to Integrated Offender Management? Yes

No

	C transferred in from a YOT during the past 12 months?	Yes	<input type="radio"/>
		No	<input type="radio"/>
19	Is the offender a resident in approved premises?	Yes	<input type="radio"/>
		No	<input type="radio"/>
20	Employment status at start of order or licence:		
	Employed		<input type="radio"/>
	Full time education/ training		<input type="radio"/>
	Unemployed		<input type="radio"/>
	Other/ non-employed		<input type="radio"/>

Staff details

21 Number not used.

22	Grade of current or last offender manager/ responsible officer.		
	Main grade Probation Officer (PO)		<input type="radio"/>
	Probation Service Officer (PSO) (or equivalent)		<input type="radio"/>
	Senior Practitioner		<input type="radio"/>
	Other		<input type="radio"/>
23	Staff interviewed.		
	Offender manager/ responsible officer		<input type="checkbox"/>
	Offender supervisor		<input type="checkbox"/>
	SPO or substitute		<input type="checkbox"/>
	No-one available/ interview not required		<input type="checkbox"/>
	Other – please give details below		<input type="checkbox"/>
	Free text box		

TB 0

Please enter any additional comments here to explain answers above or give any additional information needed:

Free text box

View 1 – ASSISTING SENTENCING

Shading Colour codes for VIEW 1

Include only GREEN shading in InfoPath
Note WHITE and TURQUOISE codes are different from View 0.

WHITE Court Work, Assessment & Allocation inspections **ONLY**

TURQUOISE ALL inspections

GREEN Compound questions Substantive scoring judgements appear before and after, or only after, subsidiary non-scoring information questions.

1.1 ASSISTING SENTENCING

The appropriate type of report is offered to the court depending on the nature of the offence, risk of harm and likelihood of reoffending.

1.1.1 Was a report presented at the court appearance at which the offender was sentenced?

[This includes Oral Reports]
 [not scoring]

Yes – prepared in this LDU /

Yes – prepared outside this LDU /

[go to 1.1.24](#) No /

1.1.2.A Grade of staff preparing report.
 [not scoring]

Main grade Probation Officer (PO) /

Probation Service Officer (PSO)
 (or equivalent) /

Senior Practitioner /

Other – please enter
 details below /

1.1.2.B Was the report prepared by the current offender manager?
 [not scoring]

Yes /

No /

Not recorded /

- 1.1.3 Was this a new report prepared specifically for this sentencing event?
- [go to 1.1.6](#) Yes **+**
- [remove 1.1.7](#) No **-**
- 1.1.4 How old was the report at the date of sentencing?
[not scoring]
- Less than 6 months /
- 6 months or more /
- 1.1.5 Was it appropriate to use the old report?
Please explain below.
- Yes **+**
- No **-**
- 1.1.6 What was the length of adjournment for the preparation of the report?
[not scoring]
[go to 1.1.8](#)
- None – the report was prepared on the day it was requested /
- 5 working days or less /
- 6 – 15 working days /
- More than 15 working days /
- Case record not clear /
- 1.1.7 Was the offender given a clear appointment for interview in connection with the report if the interview was not conducted on the day of the adjournment?
- Yes **+**
- No **-**
- 1.1.8 What type of report was it?
[not scoring]
- Full typed report /
- Shorter typed report /
- [include 1.1.10](#) Oral Report /
(or hand written proforma)
- 1.1.9 Which type of OASys assessment was completed as part of the report preparation?
[not scoring]

- None /
- Layer 1 /
- Layer 3 /

1.1.10 Was there a written copy of the report if delivered orally?
[oral reports only]

- Yes +
- No -

1.1.11 Was the report based on sufficient information for this court appearance?

Please mark the following:		Yes	No	N/A	
The report was based on the following information:					
a	Prosecution information including previous convictions and victim statement if relevant	<input type="radio"/>	<input type="radio"/>		/
b	Assessment of the likelihood of reoffending including OGRS score	<input type="radio"/>	<input type="radio"/>		/
c	Information about the offender's compliance with any current or previous supervision	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	/
d	Relevant information about the offender's home and social environment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	/
e	Children's social care and other checks to protect children	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	/
f	Domestic abuse checks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	/
g	Basic Skills screening	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	/
h	Assessment of drug misuse	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	/
i	Assessment of alcohol misuse	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	/
j	Diversity monitoring information	<input type="radio"/>	<input type="radio"/>		/
k	Other information as appropriate (e.g. mental health, caring responsibilities, transport and employment)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	/
Overall, was the report based on sufficient information for this court appearance?					
		Yes	<input type="radio"/>		+
		No	<input type="radio"/>		-

1.1.12 What was the OGRS score at the point the report was prepared?
[not scoring]

- 49 or less /
- 50 – 74 /

75 – 89 /
 90 or more /

1.1.13

Was the report based on an appropriate RoSH assessment?

The report was based on:

No Risk of Serious Harm screening or analysis	<input type="radio"/>	/
A previous Risk of Serious Harm screening that indicated no need for a full ROSH analysis	<input type="radio"/>	/
A new Risk of Serious Harm screening that indicated no need for a full ROSH analysis	<input type="radio"/>	/
A previous Risk of Serious Harm screening and full ROSH analysis	<input type="radio"/>	/
A new Risk of Serious Harm screening that indicated a need for a full ROSH analysis and the full analysis had been completed	<input type="radio"/>	/
A new Risk of Serious Harm screening that indicated a need for a full ROSH analysis but the full analysis had not been completed	<input type="radio"/>	/

Overall, was the report based on an appropriate RoSH assessment?

Yes	<input type="radio"/>	+
No	<input type="radio"/>	-

1.1.14

Were sources of information indicated and verified where necessary?

All	<input type="radio"/>	+
Some	<input type="radio"/>	-
None	<input type="radio"/>	-

1.1.15

Was the content of the report of sufficient quality?

Please mark the following:		Yes	No	
The report:				
a	Contained an analysis of the offence and its impact	<input type="radio"/>	<input type="radio"/>	/
b	Made reference to previous convictions and cautions, and other relevant behaviour	<input type="radio"/>	<input type="radio"/>	/
c	Contained an accurate analysis of the likelihood of reoffending	<input type="radio"/>	<input type="radio"/>	/
d	Contained an accurate analysis of the risk of harm posed by the offender	<input type="radio"/>	<input type="radio"/>	/
e	Was free from inaccurate, inappropriate or irrelevant information	<input type="radio"/>	<input type="radio"/>	/
f	Used clear and accessible language and style	<input type="radio"/>	<input type="radio"/>	/

g	Gave an adequate analysis of the issues related to hate crime include if 14.B = Yes	<input type="radio"/>	<input type="radio"/>	/
Overall, was the content of the report of sufficient quality?				
		Yes	<input type="radio"/>	+
		No	<input type="radio"/>	-

1.1.16 Overall, was the appropriate type of report provided in all the circumstances? Give details below if not.

Yes +

No – please give details below -

Free text box

1.1.17 Was there any evidence of:

A Peer gatekeeping of the report quality? Yes +

No -

B Management oversight of the report quality? Yes +

No -

1.1.18 Were any specialist assessments required as part of the assessment?

	Assessment completed pre-sentence +	Pre-sentence assessment required but not completed -	Assessment not required /
A DRR	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
B ATR	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
C MHTR	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
D Other –	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

– please enter details of other assessments here:

Free text box

1.1.19 Was it appropriate to make a proposal for a community sentence?
 [not scoring]

	Yes	O	/
	No	O	/

1.1.20 Was a clear proposal made for a community order, suspended sentence order or deferred sentence?

	Yes	O	V
go to 1.1.23	No	O	V

Data for 1.1.19 and 1.1.20 to be cross-tabulated:
 Where 1.1.19 = Yes then for 1.1.20 Yes is +ve and No is -ve.
 Where 1.1.19 = No then for 1.1.20 Yes is -ve and No is +ve.

1.1.21 Was the proposal appropriate?

Please mark the following:	Yes	No	N/A	/
The proposal:				
Was clear and specific	O	O		/
Was proportionate to the nature seriousness of the offence	O	O		/
Was appropriate to the offender's circumstances (including their motivation and ability to complete the proposed sentence)	O	O		/
Included any necessary requirements aimed at keeping risk of harm to a minimum	O	O	O	/
Included any necessary requirements aimed at keeping likelihood of reoffending to a minimum	O	O	O	/
Contained a punitive element where needed [e.g. unpaid work or curfew]	O	O	O	/
On balance, was the proposal appropriate?				
	Yes	O		+
	No	O		-

1.1.22 Did the report indicate:

	A The offender's motivation and capacity to comply with the proposed sentence?	Yes	O	+
		No	O	-
	B How any particular barriers to compliance and engagement will be addressed?	Yes	O	+
		No	O	-

1.1.23 What type of sentence was proposed in the report? /

[not scoring]

Drop down list

- Custody
- Suspended Sentence Order
- Community Order
- Fine
- Deferred Sentence
- Other
- No proposal

1.1.24 What type of sentence was passed by the court?
[not scoring]

/

Drop down list

- Custody
- Suspended Sentence Order
- Community Order
- Deferred Sentence

Data table for LI to contain a cross tabulation of proposal against sentence made

TB 1.1 Please enter any additional comments here to explain answers above or give any additional information needed:

Free text box

1.2 ASSIGNMENT TO AGENCY

Cases are effectively assigned and allocated.

1.2.a *After sentence, cases are assigned promptly to the appropriate organisation. The decision is based on a timely and sufficient assessment.*

1.2.1 Was an RSR completed?

Yes +

[go to 1.2.4](#) No -

1.2.2 When was the RSR completed?
[not scoring]

Before the sentence date /

On the sentence date /

The next working day after sentence /

More than one working day after sentence /

Completed but record was not clear when /

- 1.2.3 What was the RSR score?
[not scoring]
- | | | |
|---------------|-----------------------|---|
| Less than 3% | <input type="radio"/> | / |
| 3 – 6.89% | <input type="radio"/> | / |
| 6.90% or more | <input type="radio"/> | / |
- 1.2.4 Was the Case Allocation System completed (including the Revised RoSH Screening)?
- | | | |
|--------------------------------|-----------------------|---|
| Yes | <input type="radio"/> | + |
| go to 1.2.6 No | <input type="radio"/> | - |
- 1.2.5 When was the Case Allocation System completed (including the Revised RoSH Screening)?
[not scoring]
- | | | |
|--|-----------------------|---|
| Before the sentence date | <input type="radio"/> | / |
| On the sentence date | <input type="radio"/> | / |
| The next working day after sentence | <input type="radio"/> | / |
| More than one working day after sentence | <input type="radio"/> | / |
| Completed but record was not clear when | <input type="radio"/> | / |
- 1.2.6 Was a full RoSH analysis completed?
- | | | |
|--|-----------------------|---|
| Yes | <input type="radio"/> | + |
| go to 1.2.8 No | <input type="radio"/> | - |
| go to 1.2.8 Not required | <input type="radio"/> | \ |
- 1.2.7 When was the full RoSH analysis completed?
[not scoring]
- | | | |
|---|-----------------------|---|
| Before the sentence date | <input type="radio"/> | / |
| On the sentence date | <input type="radio"/> | / |
| The next working day after sentence | <input type="radio"/> | / |
| The second working day after sentence | <input type="radio"/> | / |
| More than two working days after sentence | <input type="radio"/> | / |
| Completed but record was not clear when | <input type="radio"/> | / |

1.2.8	What was the assessed RoSH classification at the start of sentence or release on licence or transfer into this area? [not scoring]				
		[route out 4.1.7]	Low	<input type="radio"/>	/
			Medium	<input type="radio"/>	/
			High	<input type="radio"/>	/
			Very high	<input type="radio"/>	/
			Not assessed or not recorded	<input type="radio"/>	/
1.2.9	What do you think the RoSH classification should have been? [not scoring]				
			Low	<input type="radio"/>	/
			Medium	<input type="radio"/>	/
			High	<input type="radio"/>	/
			Very high	<input type="radio"/>	/
			Unclear	<input type="radio"/>	/
1.2.10	Was the assessed RoSH classification correct?				
		go to 2.1.12	Yes	<input type="radio"/>	+
			No	<input type="radio"/>	-
		go to 2.1.12	Not recorded	<input type="radio"/>	-
1.2.11	Is this incorrect classification: [not scoring]				
			Too low	<input type="radio"/>	/
			Too high	<input type="radio"/>	/
1.2.12	When was the agency assignment decision made? [not scoring]				
			Before the sentence date	<input type="radio"/>	/
			On the sentence date	<input type="radio"/>	/
			The next working day after sentence	<input type="radio"/>	/
			More than one working day after sentence	<input type="radio"/>	/
			Record was not clear when	<input type="radio"/>	/

Decision was not made /

1.2.13 Was the prison notified promptly about which agency will provide
throughcare services?
[\[custody cases only\]](#)

Yes +

No -

1.2.14 Was the case:

assigned to the correct agency? +

assigned incorrectly? -

assigned incorrectly but rectified prior
to this inspection? -

TB 1.2 Please enter any additional comments here to explain answers above
or give any additional information needed:

[Free text box](#)

View 2 – DELIVERING THE SENTENCE OF THE COURT

Shading Colour codes for VIEW 2

Note WHITE and TURQUOISE codes are different from View 1.

TURQUOISE ALL inspections

WHITE Start of Order ONLY

GREEN Compound questions

Substantive scoring judgements appear before and after, or only after, subsidiary non-scoring information questions.

2.1 ALLOCATION TO OFFICER & PLANNING TO DELIVER THE SENTENCE

Initial work with offenders motivates and enables them to comply with the sentence of the court. Arrangements for supervision take into account diversity factors and potential barriers to engagement.

2.1.a Contact is started promptly.

2.1.1	When was the allocation to an identified officer made? [route out for UW only] [not scoring]	Before the sentence date	<input type="radio"/>	+
		On the sentence date	<input type="radio"/>	+
		The next working day after sentence	<input type="radio"/>	+
		More than one working day after sentence	<input type="radio"/>	-
	Decision made but record was not clear when		<input type="radio"/>	-
	Decision was not made (within five working days after order was made)		<input type="radio"/>	-
2.1.2	When was the first appointment given to the offender? [not scoring]	Before the sentence date	<input type="radio"/>	+
		On the sentence date	<input type="radio"/>	+
		The next working day after sentence	<input type="radio"/>	+
		More than one working day after sentence	<input type="radio"/>	-
	go to 2.1.6	No appointment needed – case in custody	<input type="radio"/>	\
	go to 2.1.6	No appointment given	<input type="radio"/>	-

2.1.3	The first appointment was with: [route out for UW only]	NPS allocated officer	<input type="radio"/>	+
		NPS duty officer or group induction	<input type="radio"/>	-
		CRC allocated officer	<input type="radio"/>	+
		CRC duty officer or group induction	<input type="radio"/>	-
		Reception or admin	<input type="radio"/>	-
		Record not clear	<input type="radio"/>	-
2.1.4	At the first appointment was a clear instruction given to the offender to report to an appointment with the allocated officer in the assigned agency? [route out for UW only]	Yes	<input type="radio"/>	+
	first appointment was with the allocated officer		<input type="radio"/>	\
	No		<input type="radio"/>	-
2.1.5	How long was there between the date of sentence and the date of the first planned appointment with the allocated officer? [For UW cases count the number of working days to the first substantive appointment; i.e. Post-sentence Assessment Interview, Pre-placement Work Session, Health & safety induction or work placement] [not scoring]	1 – 2 working days	<input type="radio"/>	/
		3 – 5 working days	<input type="radio"/>	/
		More than 5 working days	<input type="radio"/>	/
2.1.6	Did the information recorded on n-Delius include:	Yes	<input type="radio"/>	+
		No	<input type="radio"/>	-
		N/A	<input type="radio"/>	\
	A Details of the sentence of the Court including any requirements?		<input type="radio"/>	<input type="radio"/>
	B Details of any post-sentence interview?		<input type="radio"/>	<input type="radio"/>
	C Case Allocation System documentation including RSR score, new RoSH screening and agency assignment decision?		<input type="radio"/>	<input type="radio"/>
	D Case allocation decision i.e. staff member?		<input type="radio"/>	<input type="radio"/>
	E Details of the first appointment given?		<input type="radio"/>	<input type="radio"/>

F	Full diversity monitoring information, including race and ethnicity, language, disability, availability and any other factors relevant to any barriers to compliance?	<input type="radio"/>	<input type="radio"/>	
G	Prosecution information including previous convictions and victim statement if relevant?	<input type="radio"/>	<input type="radio"/>	
H	Where a report was presented, a copy of the written report or notes of the oral report?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I	OGRS score?	<input type="radio"/>	<input type="radio"/>	
J	Any other information relevant to the offender including home and social environment, drug, alcohol, and mental health issues?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
K	Basic Skills screening score?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
L	Information from and communication with Children's Services in connection with any children in contact with the offender?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
M	Police domestic abuse checks?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Data table for LI to contain result for total number of cases where A to M all = Yes
(cf total number of cases where one or more of A to G = No)

2.1.7 Did the information sent to the CRC include details of any case specific risk information including a date for re-referral if necessary?

Yes +

No – and was not required \

No – but should have been -

Case not assigned to CRC \

TB 2.1.A Please enter any additional comments here to explain answers above or give any additional information needed:

Free text box

END OF TOOL FOR COURT WORK, ASSESSMENT & ALLOCATION INSPECTIONS

2.1.b *Induction promotes engagement and compliance with the sentence.*

2.1.8 Is there evidence the offender was offered a full, timely and

individualised induction following sentence or after release on licence?

Yes +

No -

Not required \

e.g. currently under similar contact on existing supervision

2.1.9 Was the offender informed of their commitments, obligations, opportunities and rights in relation to their order or licence in a clear and accessible way?

Yes +

No -

Not required \

e.g. currently under similar contact on existing supervision

2.1.c *Planning facilitates the completion of the sentence.*

2.1.10 Was there a sufficient assessment of diversity factors and potential barriers to compliance with the sentence?

Yes +

No -

2.1.11 Number not used

2.1.12 What was the offender's preferred language?

[remove 2.1.13 – 15 & 3.1.5](#)

English \

Welsh \

Not known \

[remove 2.1.13 – 15 & 3.1.5](#)

Other language – please specify \

Free text box

2.1.13 - 15 Numbers not used

TB 2.1.B Please enter any additional comments here to explain answers above or give any additional information needed:

Free text box



3.1 PLANNING TO REDUCE REOFFENDING

Reoffending is reduced through effective planning, based on accurate assessment.

3.1.b The plan is based on a current assessment of offending related factors and risk of harm to others.

2.1.16	At the start of sentence or release on licence or transfer into the area, was there a sufficient assessment of the likelihood of reoffending? [route out for UW only] remove list below	Assessment not completed	<input type="radio"/>	—
	If the assessment was completed please mark the following:	Yes	No	
	Completion was timely.	<input type="radio"/>	<input type="radio"/>	/
	The assessment: drew fully on all available sources of information	<input type="radio"/>	<input type="radio"/>	/
	included relevant information from the offender's home and social environment.	<input type="radio"/>	<input type="radio"/>	/
	Offending related factors were identified.	<input type="radio"/>	<input type="radio"/>	/
	Relevant previous behaviour was taken into account.	<input type="radio"/>	<input type="radio"/>	/
	The assessment was new or sufficiently revised from a previous one.	<input type="radio"/>	<input type="radio"/>	/
	On balance, at the start of sentence or release on licence or transfer into the area, was there a sufficient assessment of the likelihood of reoffending?			
		Yes	<input type="radio"/>	+
		Assessment not sufficient	<input type="radio"/>	—

2.1.17 Number not used

3.1.a Planning is informed by an accurate assessment of the likelihood of reoffending and risk of harm to others. The plan focuses on the work required to reduce reoffending.

2.1.18	Was initial sentence planning (at the start of sentence or release on licence or transfer into the area) timely and informed? remove list below	Planning not completed	<input type="radio"/>	—
	If planning was completed please mark the following:	Yes	No	N/A
	Completion was timely. [Within a maximum of 15 days for high & v high RoSH cases]	<input type="radio"/>	<input type="radio"/>	/

Planning was informed by a current assessment of:				
the likelihood of reoffending	<input type="radio"/>	<input type="radio"/>		/
the risk of harm to others	<input type="radio"/>	<input type="radio"/>		/
any other relevant assessments.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	/
The plan was new or sufficiently revised from a previous one.	<input type="radio"/>	<input type="radio"/>		/
Overall, was initial sentence planning timely and informed?				
	Yes	<input type="radio"/>		+
	Planning not sufficient	<input type="radio"/>		-

2.1.19

Did sentence planning set appropriate objectives?				
Please mark the following:	Yes	No	N/A	
Sentence planning set objectives:				
to reduce the likelihood of reoffending	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	/
to reduce or manage the risk of harm to others	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	/
to manage the protection of children	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	/
to meet relevant obligations from multi-agency risk management procedures [e.g. MAPPAs, child protection].	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	/
Overall, did sentence planning set appropriate objectives?				
	Yes	<input type="radio"/>		+
	No	<input type="radio"/>		-

2.1.20

Was there a sufficient assessment of the offender's community integration, including social networks and sources of support? [route out for UW only]				
Please mark the following:	Yes	No	N/A	
There was a current Skills for Life screening.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	/
There was sufficient assessment of the offender's:				
education	<input type="radio"/>	<input type="radio"/>		/
employability	<input type="radio"/>	<input type="radio"/>		/
potential sources of support within the family or community	<input type="radio"/>	<input type="radio"/>		/
accommodation needs	<input type="radio"/>	<input type="radio"/>		/
access to primary health services.	<input type="radio"/>	<input type="radio"/>		/

Overall, was there a sufficient assessment of the offender's community integration, including personal strengths, social networks and sources of support?

[\[route out for UW only\]](#)

Yes +

No -

2.1.21 Where necessary was sufficient action either taken (e.g signposting or referral to the appropriate service) or included in sentence planning to enhance the impact of these factors?

[\[route out for UW only\]](#)

Yes +

No -

Not required \

3.1.c *Planning involves offenders in a meaningful and active way.*

2.1.22 Was the offender actively and meaningfully involved in the sentence planning process?

[\[route out for UW only\]](#)

Yes +

No -

2.1.23 Where possible, was there evidence that planned outcomes for the sentence were jointly agreed?

[\[route out for UW only\]](#)

Yes +

No -

Not possible \

2.1.24 Were any diversity factors and potential barriers to future engagement taken into account in sentence planning?

Yes +

No -

Not required \

2.1.25 Was the planned pattern of contact:

A recorded (in the sentence plan or elsewhere)?

Yes +

No -

- B appropriate to the purposes of sentencing? Yes +
 Not appropriate or not recorded -

2.1.26 Was there a clear indication of when work with the offender would be reviewed?
 [within the sentence plan or elsewhere in the case management system]
 [route out for UW only]
 Please mark the following:

	Yes	No	N/A	
There was a clear indication of: the timescale for reviewing progress against objectives	<input type="radio"/>	<input type="radio"/>		/
any changes that would prompt an unscheduled review.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	/

Overall, was there a clear indication of when work with the offender would be reviewed?

Yes +
 No -

[go to TB C.2.1.g](#)

2.1.27 Was the planned review period appropriate to the case?
 [route out for UW only]

Yes +
 No -

TB 2.1.C Please enter any additional comments here to explain answers above or give any additional information needed:

Free text box

View 3 – DELIVERY & REVIEW

Shading Colour codes for VIEW 3

WHITE Start of Order ONLY

GREEN Compound questions Substantive scoring judgements appear before and after, or only after, subsidiary non-scoring information questions.

2.2 DELIVERING THE SENTENCE

The sentence of the court is delivered appropriately, or enforced where necessary.

2.2.a *Interventions are delivered according to the requirements of the sentence, and in line with the Plan.*

3.1.1 Did the frequency and type of contact arranged with the offender meet the requirements and purposes of the sentence?

Yes +

No -

3.1.2 Was the frequency and type of contact arranged with the offender in line with the Plan?

Yes +

No -

No Plan \

3.1.3 Did the delivery of interventions take account of any risk of harm to others posed by the offender?

[This applies in all cases – please see CAG]

Yes +

No -

3.1.4 Were relevant diversity factors taken into account in the delivery of services?

Yes +

No -

No relevant factors \

3.1.5 Number not used

3.1.6 Was sufficient work directed at overcoming barriers to engagement?

Yes +

No -

None present or not required \

2.2.b Where required, action is taken to secure compliance and enforce sentences and re-engage offenders following breach or recall.

3.1.7 Did the offender manager/ responsible officer monitor offender attendance across all parts of the order or licence?

Yes +

No -

3.1.8 Did the offender manager/ responsible officer take a timely and investigative approach to instances of non-compliance?

Yes +

No -

Not necessary \

3.1.9 Number not used

3.1.10 Were there any absences or instances of unacceptable behaviour in this case?
[\[not scoring\]](#)

Yes /

[go to 3.1.14](#) No /

3.1.11 Was a clear and timely formal warning given to the offender?

Yes +

No -

Not required \

3.1.12 Were legal proceedings or recall used appropriately in response to absence or other offender behaviour?

[Note that use of enforcement proceedings or recall in response to an increase in the offender's risk of harm is covered in 4.2.6]

remove list below, go to 3.1.15	Use not required	<input type="radio"/>	✓
remove list below, go to 3.1.15	Use required but not made	<input type="radio"/>	—
If use was made please mark the following:	Yes	No	N/A
the legal proceedings or recall were instigated promptly	<input type="radio"/>	<input type="radio"/>	/
a clear explanation was given to the offender.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Overall, were legal or recall used appropriately in response to absence or other offender behaviour?		Yes	<input type="radio"/>
		Use made but not appropriate	<input type="radio"/>

3.1.13 Was sufficient effort made to re-engage the offender, and encourage their commitment to continued engagement?

Yes +

No —

3.1.14 Based on the case management system and any other documents available to you, has the offender:

been convicted for an offence committed since the start of the sentence or release on licence? —

been cautioned for an offence committed since the start of the sentence or release on licence? —

received any other type of disposal related to their behaviour during the duration of the sentence or licence e.g. SOPO, Restraining Order or Penalty Notice? —

none of the above? +

2.2.c *Offender records support the management of the case, and relevant information is accessible or communicated to all those involved.*

3.1.15 Did the overall case record contain sufficient information to support the overall management of the case?

Please mark the following:	Yes	No	
The overall case record:			
was well organised	<input type="radio"/>	<input type="radio"/>	/
contained all relevant documents.	<input type="radio"/>	<input type="radio"/>	/

[If you answer NO please state which were

missing below]

The recording of information:

was clear	<input type="radio"/>	<input type="radio"/>	/
was timely	<input type="radio"/>	<input type="radio"/>	/
reflected the work carried out.	<input type="radio"/>	<input type="radio"/>	/

Overall, did the overall case record contain sufficient information to support offender management tasks?

Yes	<input type="radio"/>	+
No	<input type="radio"/>	-

3.1.16 Is there evidence that relevant case information was accessible by or communicated to all those involved in the management of the offender, including third parties?

Only OM/Responsible Officer involved	<input type="radio"/>	\
Yes	<input type="radio"/>	+
Others involved but no evidence information was accessible or communicated	<input type="radio"/>	-

TB 3.1 Please enter any additional comments here to explain answers above or give any additional information needed:

Free text box

D.3.2 DELIVERY OF INTERVENTIONS TO REDUCE REOFFENDING



Work identified in the Plan is delivered and progress reviewed as appropriate. Offender engagement, motivation and community integration is maximised to promote positive outcomes.

3.2.a *Interventions are delivered according to the requirements of the sentence and in line with the Plan.*

3.2.1 Was the level of contact with the offender sufficient to maintain constructive engagement and promote positive outcomes?




Yes	<input type="radio"/>	+
No	<input type="radio"/>	-

3.2.2 Did contact with the offender maintain a focus on work to reduce reoffending, in line with the Plan?

No 
 Not required 







3.2.c *Work with offenders maximises their motivation to stop offending.*

3.2.6 Was motivational work done to help and encourage the offender to engage fully with the work undertaken during their sentence?



Yes 
 No 
 Not required 

3.2 *Assessments of likelihood of reoffending are reviewed when required.*

3.2.7 Was there a sufficient review of the likelihood of reoffending assessment when required?

remove list below	Review not required	<input type="radio"/>	
remove list below	Review not completed	<input type="radio"/>	
If the review was completed please mark the following:	Yes	No	N/A
The assessment was reviewed sufficiently:			
within a reasonable interval after the initial sentence planning or previous review	<input type="radio"/>	<input type="radio"/>	
promptly following any significant change.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The review:			
took into account changes in relevant factors	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
was informed by information sought from others involved with the offender	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
For any further reviews the planned review period was appropriate to the case.	<input type="radio"/>	<input type="radio"/>	
Overall, was there a sufficient review of the likelihood of reoffending assessment?			
	Yes	<input type="radio"/>	
	Review not sufficient	<input type="radio"/>	

3.2.8 Was there a sufficient review of work with the offender?

[remove list below, go to 3.2.9](#) Review not required 
[remove list below, go to 3.2.9](#) Review not completed 
 If the review was completed please mark the following: Yes No N/A

The review of work with the offender was:

in line with the timescale stated in the initial plan, or there was a recorded explanation for otherwise	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	/
within a reasonable interval after the initial sentence planning or last review	<input type="radio"/>	<input type="radio"/>		/
done promptly following any significant change	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	/
informed as required by a review of the assessment of the likelihood of reoffending	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	/
informed as required by a review of the assessment of the risk of harm to others	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	/
informed by a review of any other relevant assessments	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	/
informed by progress reports from others involved with the offender	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	/
used to record progress against objectives	<input type="radio"/>	<input type="radio"/>		/
used to prioritise objectives appropriately	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	/
used to allocate additional resources if required.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	/

Overall, was there a sufficient review of work with the offender?

Yes	<input type="radio"/>	+
Review not sufficient	<input type="radio"/>	-

3.2.9 Did referral for escalation from the CRC to the NPS occur at any time during the period assessed?
[not scoring]

No	<input type="radio"/>	/
Yes – please enter details below	<input type="radio"/>	/

Free text box

TB 3.2 Please enter any additional comments here to explain answers above or give any additional information needed:

Free text box



View 4 – PROTECTING THE PUBLIC

Shading Colour codes for VIEW 4

WHITE Start of Order ONLY

GREEN Compound questions Substantive scoring judgements appear before and after, or only after, subsidiary non-scoring information questions.

4.1 PLANNING AND ASSESSMENT TO MINIMISE RISK OF HARM TO OTHERS

Planning and work with the offender is informed by an accurate assessment of the offender's risk of harm to others.

4.1.a *There is a sufficient assessment of the risk of harm to others at the start of sentence or release from custody.*

4.1.1

Was a sufficient initial RoSH screening completed?

[remove list below](#)

Screening not completed **-**

If the screening was completed please mark the following: Yes No

Screening was completed on time **/**

Screening was accurate. **/**

On balance, was a sufficient initial RoSH screening completed?

Yes **+**

Screening not sufficient **-**

4.1.2

Was there a sufficient full initial analysis of the risk of harm?

[remove list below \[route out 4.1.7\]](#) Analysis not required ****

[remove list below](#) Analysis not completed **-**

If the analysis was completed please mark the following: Yes No N/A

Analysis was completed within an appropriate timescale **/**

Included the offender's address, parental/carer status and children with whom the offender has contact & the child/children's address if different from the offender **/**

Assessment drew fully on all available sources of information **/**

Relevant previous behaviour was taken into account	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
There was sufficient analysis of risk to:			
Children	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Public	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Known Adult	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Staff	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Risk categories were correct to:			
Children	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Public	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Known Adult	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Staff	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The assessment was new or sufficiently revised from a previous one.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Overall, was there a sufficient full initial analysis of the risk of harm?			
		Yes	<input type="radio"/> +
		Analysis not sufficient	<input type="radio"/> -

4.1.3 Was information actively sought as appropriate, from other relevant staff and agencies involved with the offender?

Yes	<input type="radio"/>	+
No	<input type="radio"/>	-
Not necessary	<input type="radio"/>	\

4.1.4 Was attention is paid to child safeguarding and child protection, in relation to the offender's contact with any children and young people?

Yes	<input type="radio"/>	+
No	<input type="radio"/>	-
Not necessary	<input type="radio"/>	\

4.1.b *The public is protected by the appropriate use of restrictive requirements.*

4.1.5 If restrictive requirements, electronic monitoring, restraining orders or SOPOs were used in this order or licence, was this appropriate?

remove list below	Not used	<input type="radio"/>	\
-----------------------------------	----------	-----------------------	----------

Where they were used please mark the following:	Yes	No	
The use of restrictive requirements:			
was proportionate to the risk of harm and likelihood of reoffending posed by the offender	<input type="radio"/>	<input type="radio"/>	/
minimised the risk to actual or potential victims.	<input type="radio"/>	<input type="radio"/>	/
Overall, was the use of restrictive requirements, electronic monitoring, restraining orders or SOPOs in this order or licence appropriate?			
	Yes	<input type="radio"/>	+
	No	<input type="radio"/>	-

4.1.6 Number not used

4.1.c *There is sufficient planning to manage the risk of harm to others at the start of sentence or release from custody in all relevant cases.*

4.1.7	Was there a sufficient initial plan in place to manage risk of harm? [route out if 1.3.8 = Low RoSH] remove list below, go to B.4.1.9	Plan not completed	<input type="radio"/>	-
	If the plan was completed please mark the following:	Yes	No	N/A
	The initial risk management plan was:			
	completed within an appropriate timescale	<input type="radio"/>	<input type="radio"/>	/
	addressed the factors identified in the risk of harm assessment.	<input type="radio"/>	<input type="radio"/>	/
	The initial risk management plan:			
	anticipated possible changes in risk of harm factors	<input type="radio"/>	<input type="radio"/>	/
	included relevant contingency planning and events that should prompt a review	<input type="radio"/>	<input type="radio"/>	/
	addressed all relevant factors	<input type="radio"/>	<input type="radio"/>	/
	addressed the risks to any specific victims	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	accurately described how the objectives of the sentence plan and other activities would address risk of harm issues and protect actual and potential victims.	<input type="radio"/>	<input type="radio"/>	/
	The assessment was new or sufficiently revised from a previous one.	<input type="radio"/>	<input type="radio"/>	/
	Overall, was there a sufficient initial plan in place to manage risk of harm?			
		Yes	<input type="radio"/>	+
		Plan not sufficient	<input type="radio"/>	-

4.1.8 Did the initial risk management plan set out all necessary action?

[route out if 1.3.8 = Low RoSH]

Please mark the following:	Yes	No	N/A	
The initial plan was: clear about who would do what and when	<input type="radio"/>	<input type="radio"/>		/
communicated to all relevant staff and agencies	<input type="radio"/>	<input type="radio"/>		/
clear about arrangements for sharing information.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	/
Overall, did the initial risk management plan set out all necessary action?		Yes	<input type="radio"/>	+
		No	<input type="radio"/>	-

4.1.9 Was key risk of harm information communicated between all relevant staff and agencies?

Yes	<input type="radio"/>	+
No	<input type="radio"/>	-
Not necessary	<input type="radio"/>	\

4.1.10 Number not used

4.1.11 Was the offender actively involved in all plans and arrangements to manage their own risk of harm, including constructive and restrictive interventions?

Yes	<input type="radio"/>	+
No	<input type="radio"/>	-
Not applicable	<input type="radio"/>	\

4.1.d *An effective referral to MAPPA is made in all cases where required.*

4.1.12 What was the initial level of MAPPA management?
[not scoring]

Level 1	<input type="radio"/>	/	
include 4.1.16 & 4.2.8	Level 2	<input type="radio"/>	/
include 4.1.16 & 4.2.8	Level 3	<input type="radio"/>	/

4.1.13 What do you think the initial level of MAPPA management should have been?
[not scoring]

- Level 1 /
- Level 2 /
- Level 3 /

4.1.14 Was the initial MAPPA level of management appropriate?

- Yes +
- include 4.1.15 No -

4.1.15 Was this inappropriate initial level:
[not scoring]

- Too low /
- Too high /

4.1.16 For MAPPA cases that were identified, were referral processes used effectively?
[Level 2 & 3 only]

Please mark the following:	Yes	No	N/A	
Referral was made	<input type="radio"/>	<input type="radio"/>		/
Referral was timely	<input type="radio"/>	<input type="radio"/>		/
Details and/or category were accurate.	<input type="radio"/>	<input type="radio"/>		/
Actions agreed by MAPPA were:				
incorporated into all relevant planning documents	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	/
communicated to all relevant bodies.	<input type="radio"/>	<input type="radio"/>		/
Overall, for identified MAPPA cases were referral processes used effectively?				
		Yes	<input type="radio"/>	+
		No	<input type="radio"/>	-

TB 4.1 Please enter any additional comments here to explain answers above or give any additional information needed:

Free text box

D.4.2 DELIVERY OF INTERVENTIONS TO MINIMISE RISK OF HARM TO OTHERS

All reasonable action is taken to minimise individuals' risk of harm.

4.2.a *The public is protected by the management of risk of harm and monitoring of restrictive requirements.*

4.2.1 Was there an appropriate response to changes in risk of harm?

[remove list below](#) No change \

If there were changes please mark the following:
Changes were:

Yes No N/A

identified swiftly /

acted on appropriately by all relevant staff. /

Where necessary other agencies were notified of any increase in risk of harm. /

Overall, was there an appropriate response to changes in risk of harm?

Yes +

No -

4.2.2 Were restrictive requirements in licences and community orders monitored fully?

Yes +

No -

No restrictive requirements \

4.2.3 Were approved premises used effectively as a restrictive intervention to manage risk of harm?
[\[route out for UW only\]](#)

Yes +

No -

Not used \

4.2.4 Was an initial and purposeful home visit carried out because the case was high/v high RoSH, or to support the protection of children, or for some other necessary reason?

Yes +

Yes – but not purposeful -

No – but should have been -

Not required \

4.2.5 Were purposeful home visits repeated or carried out later in the order or licence as part of a risk management regime, or to support the protection of children, or for some other necessary reason?

- Yes +
- Yes – but not purposeful -
- No repeat visits – but there should have been -
- Not required \

4.2.b Breach and recall are used in response to an increase in offenders' risk of harm.

4.2.6 Were enforcement proceedings or recall used appropriately, if required specifically in response to an increase in the offender's risk of harm?

[Note that use of enforcement proceedings or recall in response to absence or other offender behaviour is covered in 3.1.12]

- [remove list below go to 4.2.8](#) Use not required \
- [remove list below go to 4.2.8](#) Use required but not made -
- If use was made please mark the following:
- | | | | |
|--|-----------------------|-----------------------|---|
| | Yes | No | |
| the breach or recall was Instigated promptly | <input type="radio"/> | <input type="radio"/> | / |
| a clear explanation was given to the offender. | <input type="radio"/> | <input type="radio"/> | / |
- Overall, was breach or recall used appropriately in response to an increase in the offender's risk of harm?
- Yes +
- Use made but not appropriate -

4.2.7 Was sufficient effort made to re-engage the offender with their sentence plan, and encourage their commitment to continued engagement?

- Yes +
- No -

4.2.c Multi-agency structures for protecting and safeguarding the public are used where required.

4.2.8 Were MAPPAs operated effectively?

[route in from question 4.1.11 = Level 2 & 3]

- Please mark the following:
- | | | |
|-----|----|-----|
| Yes | No | N/A |
|-----|----|-----|

Decisions taken within the MAPPA were:				
clearly recorded	<input type="radio"/>	<input type="radio"/>		/
followed through and acted upon	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	/
and reviewed appropriately.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	/
all relevant staff working with the offender contributed effectively to MAPPA	<input type="radio"/>	<input type="radio"/>		/
Overall, were MAPPA operated effectively?				
		Yes	<input type="radio"/>	+
		No	<input type="radio"/>	-

4.2.9

Were multi-agency child protection procedures used effectively?				
remove list below	Not required	<input type="radio"/>		\
If procedures were required please mark the following:	Yes	No	N/A	
Decisions taken within the agency child protection procedures were:				
clearly recorded	<input type="radio"/>	<input type="radio"/>		/
communicated, followed through and acted upon	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	/
and reviewed appropriately.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	/
All relevant staff working with the offender contributed effectively to multi-agency child protection procedures.	<input type="radio"/>	<input type="radio"/>		/
Overall, were multi-agency child protection procedures used effectively?				
		Yes	<input type="radio"/>	+
		No	<input type="radio"/>	-

4.2.10

Was ViSOR used effectively?

Yes	<input type="radio"/>	+
No	<input type="radio"/>	-
Not required	<input type="radio"/>	\

4.2.d The safety of victims is given a high priority.

4.2.11

Was appropriate priority accorded to the safety of current and potential victims by the offender manager/ responsible officer and

other workers?

- Yes +
- No -
- N/A \

4.2.12 Was there evidence that the offender manager/ responsible officer took into account any concerns expressed by the victim and/ or the likely impact of the offender's behaviour on the victim?

- Yes +
- No -
- N/A \

4.2.e *Risk management plans are implemented, and assessments of risk of harm and risk management plans are reviewed when required.*

4.2.13 Was there evidence that the actions set out in the risk management plan were carried out as required?
[route out if 1.3.8 = Low RoSH]

- Yes +
- No -

4.2.14 Was there a sufficient review of the risk of harm assessment?

remove list below	Review not required	<input type="radio"/>	\
remove list below	Review not completed	<input type="radio"/>	-
If the review was completed please mark the following:	Yes	No	N/A
The assessment was reviewed sufficiently:			
within a reasonable interval after the initial assessment or last review	<input type="radio"/>	<input type="radio"/>	/
promptly following any significant change.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The review:			
took into account changes in relevant factors	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
was informed by information sought from others involved with the offender	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
was informed by relevant information from multi-agency systems	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
contained sufficient analysis of risk.	<input type="radio"/>	<input type="radio"/>	/
Overall, was there a sufficient review of the risk of harm assessment?			
	Yes	<input type="radio"/>	+
	Review not sufficient	<input type="radio"/>	-

4.2.15

Was there a sufficient review of the risk management plan?				
remove list below	Review not required	<input type="radio"/>		
remove list below	Review not completed	<input type="radio"/>		
If the review was completed please mark the following:	Yes	No	N/A	
The RMP was reviewed sufficiently:				
within a reasonable interval after the initial RMP or last review	<input type="radio"/>	<input type="radio"/>		
promptly following any significant change	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
The review:				
contained sufficient information	<input type="radio"/>	<input type="radio"/>		
anticipated possible changes in risk of harm factors and included relevant contingency planning and events that should prompt a further review.	<input type="radio"/>	<input type="radio"/>		
For any further reviews the planned review period was appropriate to the case.	<input type="radio"/>	<input type="radio"/>		
Overall, was there a sufficient review of the risk management plan?				
	Yes	<input type="radio"/>		
	Review not sufficient	<input type="radio"/>		

4.2.f *There is structured and effective management involvement where required in risk of harm and child safeguarding cases.*

4.2.16

Was there structured management involvement because the case was high/v high RoSH or there were concerns about protecting children?

Yes – effective	<input type="radio"/>	
Yes – but not effective	<input type="radio"/>	
No	<input type="radio"/>	
Not applicable OR No significant issues	<input type="radio"/>	

Data table for this question to include answer options in total, and separated according to: high & v high RoSH (from 1.2.9) and CP concerns (from 17.A options a & b (Yes)).

TB 4.2

Please enter any additional comments here to explain answers above or give any additional information needed:

[Free text box](#)



View 5 – LEAD INSPECTOR INFORMATION

Please enter here, under the following headings (don't use the offender's name, just the initial of their first name e.g. 'A' rather than 'Andy'):

1. Any examples of work that illustrate particularly good practice or areas of work that may provide helpful pointers for general improvement
2. A very brief summary of the case if this is necessary or helpful
3. Brief notes on any general issues or emerging themes where these arise
4. Please not here any comments **about the form**

END