



Ministry of
JUSTICE

Probation Trust Unit Costs Financial Year 2011-12 (revised)

National Offender Management Service

Ministry of Justice Information Release

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Definitions of Key Terms used in the Tables

Input Indicators	Definitions
Cost per Pre-Sentence Report	This is the fully-apportioned cost to NOMS divided by the volumes of the three separate types of reports: long, short and oral reports.
Cost per Offender Supervised on Licence Post-Custody	This is the fully apportioned cost to NOMS divided by the average caseload of offenders supervised on licence post-release. The indicator consists of costs for both a) managing the sentence post-release from custody and b) delivering supervision on licence. The unit cost represents the average unit cost for the service delivered to all offenders over the year.
Cost per Community Order/ Suspended Sentence Order	This is the fully apportioned cost to NOMS divided by the average caseload of offenders serving a Community Order and Suspended Sentence Order. The indicator consists of costs for both (a) managing the sentence and (b) delivering court-ordered requirements. Excludes centrally managed contract costs for Electronic Monitoring and Attendance Centres. The unit cost represents the average unit cost for the service delivered to all offenders over the year.
Terms	Definitions
Court Work (other than Assessments and Reports) including Bail Services	<p>This category includes: preparation prior to the court sitting using court lists and overnight arrests lists. Preparing and submitting case files for enforcement. Provision of advice to the bench in court and on request. Provision of information and advice as appropriate to the public, legal representatives, offenders at court including those in custody, and other agency staff. Presenting Pre Sentence and Drug Rehabilitation Requirement review reports to the bench. Court Reviews in Community Justice Courts. Prosecution of breaches and warrants on behalf of the Probation Service. Capturing sentencing results and copies of court orders. Identifying serious further offence and notifying as required. Liaising with external agencies as required including obtaining Crown Prosecution Service papers and communicating with professionals working in court diversion schemes. Representing the Probation Service at multi-agency meetings. Updating Probation records – notifying other agencies or teams. Conducting post-sentence interviews for custody or non statutory cases. Providing risk of self harm notifications. Monitoring the quality of reports and liaising with report authors as required.</p> <p>Also includes Bail Schemes funded by the Trust. These account for a maximum of 0.4 per cent of total fully apportioned cost to NOMS. Services included are; obtaining remand prisoners list, liaising with CPS, solicitors and bail support providers. Compiling and verifying information on defendants. Interviewing defendants. Preparing and submitting Bail Information Reports. Ensuring arrangements exist for defendants to go to bail providers (excluding travel costs). Administrative support according to local arrangements. This excludes Bail Accommodation Services.</p>
Victim Liaison	This category includes: identifying eligible victims for new referral, both mandatory and discretionary. Obtaining accurate victim or next of kin details. Carrying out written and face to face contact with victims/ next of kin. Advising victims/ next of kin on sentence and licence condition options for offenders and discussing and identifying victims' preferred licence conditions. Direct victims/next of kin to other agencies e.g. Victim Support or counselling. Assisting victims/ next of kin by preparing and presenting Victim Personal Statements. Representing victims/next of kin at Oral Hearings. Keep victims/next of kin advised of release dates and approved licence conditions. Keeping an accurate written record of meetings with victims and families. Liaising with police Domestic Abuse Unit as required. Updating victim record systems and managing data protection.
Manage the Sentence Pre Release From Custody	This category relates to management during custody and the Probation contribution to post sentence Offender Management of prisoners. Services include: contributing to Start custody & Sentence plan within timescales. Exchanging information with Prisons and , undertaking sentence plan review boards and preparing post-sentence reports. Gathering information including from home visits where necessary. Liaising with local community agencies including Police and Social Services. Completing assessments within timescales and proposing conditions for Licence.
Approved Premises	This includes all aspects of delivery of the Approved Premises regime and the management of offenders within the Approved Premises including enforcement action out of hours and for Bailees. All administration relating to this primary process and liaison with other providers where required. Approved Premises excludes those that are delivered by voluntary sector providers (i.e. it is only those delivered by Trusts).
Fully Apportioned Cost to NOMS	The cost of delivering a particular service, including apportioned cost of non-specified services, and with any income received deducted. Excludes centrally managed contract costs which are not fully recharged.
% of Total FA Cost to NOMS	The percentage of the total fully apportioned cost to NOMS allocated to the particular category for each Probation Trust.
Service specifications	The definitions of the Input Indicators and other categories are based on the service specifications, published at http://www.justice.gov.uk/about/noms/noms-directory-of-services-and-specifications
Probation Trust	35 Probation Trusts provide the operational elements of probation in England and Wales. The work of Probation Trusts is scrutinised by the National Offender Management Service (NOMS). The Offender Management Bill 2007 was intended to enable probation areas to become Trusts as part of a wider Government policy to open up the provision of correctional services to greater competition from the voluntary, community and private sectors. The first Probation Trusts came into being on 1 April 2008.

Probation Trusts Unit Costs, 2011-12 (revised)

Unit Cost and percentage of total fully apportioned cost to NOMS

Probation Trust	Cost per Pre-Sentence Report	% of Total FA Cost to NOMS	Cost per Offender Supervised on Licence Post-Custody	% of Total FA Cost to NOMS	Cost per Community Order/Suspended Sentence Order	% of Total FA Cost to NOMS	% of Total Spend Covered by Indicators
Avon & Somerset	£175	5%	£2,545 ^r	13%	£3,325	50%	68%
Bedfordshire	£190	4%	£2,435 ^r	12%	£4,640	42%	58%
Cambridgeshire	£130	4%	£1,845 ^r	8%	£4,195	61%	73%
Cheshire	£200	6%	£2,755 ^r	12%	£4,640	50%	68%
Cumbria	£295	7%	£3,060 ^r	11%	£4,765	52%	70%
Derbyshire	£175	5%	£1,990 ^r	9%	£3,850	58%	72%
Devon & Cornwall	£175	4%	£2,955 ^r	10%	£5,365	53%	68%
Dorset	£345	7%	£1,920 ^r	8%	£5,720	51%	66%
Durham Tees Valley	£220	7%	£2,180 ^r	11%	£2,860	53%	70%
Essex	£165	5%	£1,940 ^r	9%	£2,895	62%	76%
Gloucestershire	£235	5%	£2,255 ^r	10%	£4,755	56%	70%
Greater Manchester	£90	3%	£1,835 ^r	11%	£3,980	59%	73%
Hampshire	£155	5%	£2,825 ^r	12%	£4,215	55%	72%
Hertfordshire	£185	6%	£2,585 ^r	11%	£2,770	64%	81%
Humberside	£230	6%	£2,415 ^r	10%	£3,950	49%	65%
Kent	£270	6%	£2,580 ^r	14%	£3,995	52%	72%
Lancashire	£260	7%	£2,120 ^r	11%	£3,005	51%	69%
Leicestershire	£275	6%	£2,545 ^r	11%	£4,455	52%	70%
Lincolnshire	£295	5%	£3,240 ^r	14%	£4,325	50%	69%
London	£260	6%	£2,380 ^r	13%	£5,240	51%	70%
Merseyside	£210	5%	£2,620 ^r	16%	£4,565	51%	72%
Norfolk & Suffolk	£190	4%	£2,890 ^r	12%	£4,705	53%	68%
North Yorkshire	£155	4%	£3,060 ^r	10%	£4,910	57%	71%
Northamptonshire	£140	3%	£1,925 ^r	11%	£3,450	52%	67%
Northumbria	£255	7%	£2,685 ^r	8%	£3,915	57%	72%
Nottinghamshire	£185	6%	£2,220 ^r	11%	£4,055	51%	69%
South Yorkshire	£215	5%	£2,380 ^r	11%	£4,690	54%	70%
Staffordshire & West Midlands	£250	7%	£2,200 ^r	12%	£3,430	47%	65%
Surrey & Sussex	£180	4%	£2,740 ^r	13%	£4,400	52%	69%
Thames Valley	£255	7%	£2,640 ^r	12%	£4,345	47%	67%
Wales	£225	6%	£2,440 ^r	10%	£4,435	62%	78%
Warwickshire	£305	6%	£3,510 ^r	13%	£4,045	49%	69%
West Mercia	£210	5%	£2,105 ^r	9%	£4,765	64%	78%
West Yorkshire	£170	5%	£2,215 ^r	12%	£3,920	52%	69%
Wiltshire	£310	6%	£2,965 ^r	10%	£5,745	63%	78%
National¹	£215	5%	£2,380^r	12%	£4,135	53%	70%

Total national fully apportioned cost to NOMS² £820,393,955

Remaining percentage of total fully apportioned cost to NOMS

Court Work (other than Assessments and Reports) including Bail Services	Victim Liaison	Manage the Sentence Pre Release From Custody	Approved Premises
7%	2%	11%	12%
6%	3%	12%	22%
6%	2%	10%	10%
9%	2%	11%	11%
7%	1%	11%	11%
7%	1%	12%	7%
9%	2%	12%	9%
8%	1%	8%	17%
9%	1%	12%	8%
8%	1%	11%	5%
4%	1%	14%	11%
7%	1%	8%	11%
5%	1%	12%	11%
7%	2%	10%	0%
8%	2%	13%	12%
7%	1%	15%	4%
8%	1%	14%	8%
5%	1%	13%	11%
6%	2%	13%	10%
8%	1%	15%	6%
9%	1%	8%	9%
7%	2%	11%	13%
7%	1%	10%	10%
9%	1%	14%	9%
8%	1%	13%	6%
6%	2%	12%	11%
6%	1%	10%	13%
8%	1%	13%	12%
9%	2%	12%	8%
6%	1%	11%	15%
5%	1%	10%	5%
1%	-	9%	20%
6%	1%	10%	5%
9%	2%	12%	8%
7%	2%	13%	0%
7%	1%	12%	9%

Source: National Offender Management Service

Notes to Table:

1. National unit costs are calculated from the total fully apportioned cost to NOMS allocated across all Probation Trusts providing an average overall unit cost. The national percentage of total fully apportioned spend is the percentage of the total national fully apportioned cost to NOMS by category.

2. Total national fully apportioned cost to NOMS across each of the unit costs and other categories for all 35 Probation Trusts.

The unit costs represent the actual cost in each Probation Trust. There may be mitigating factors to why Probation Trust Unit Costs differ and so the Indicators should not be viewed as a directly comparable measure in isolation.

Unit costs have been rounded to the nearest £5. National totals are formed from unrounded figures and were rounded subsequently to the nearest £5. For this reason, totals may not equal the sum of the constituent parts.

Percentages are formed from unrounded values, and are presented to the nearest whole percentage. Percentage of total spend was formed from unrounded percentages and rounded subsequently to the nearest whole percentage. For this reason, totals may not equal the sum of the constituent parts.

- represents negligible, less than 0.5% but greater than 0%

^r represents revised figure. Revisions have been made to the methodology used to derive the unit cost of Cost of Offender Supervised on Licence Post-Release From Custody. This change only affects the unit costs for this category, and does not affect the total fully apportioned cost to NOMS, nor the percentage of the fully apportioned cost to NOMS which this category represents. The previously published National unit cost per offender supervised on licence post release from custody for 2011/12 was £1,190. The revised figure is £2,380