

care and justice for children





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Our fundamental purpose

"To pursue with care and creativity the best interests of children, within the framework of Scotland's child welfare and justice systems."

Our main responsibilities

The Scottish Children's Reporter Administration (SCRA) was created under the Local Government (Scotland) Act 1994

SCRA became fully operational on 1 April 1996 and its main responsibilities are:

- to facilitate the work of the Children's Reporters for Children
 - to deploy and manage staff to carry out that work
- to provide suitable accommodation for Children's Hearings



SCOTTISH
CHILDREN'S REPORTER
ADMINISTRATION

Statement from the Chair

Douglas Bulloch



I find myself in the somewhat unusual position of writing the foreword to a report relating to SCRA activity immediately prior to when I took up this post. I am very aware, though, of just how busy a period 2001-02 was for SCRA and of the progress that was made. This was set out very clearly in two independent evaluations - the first quinquennial review of SCRA's activities within the PFMR (Performance, Finance and Management Review) framework and the Council of Tribunals report which gave more general consideration to the whole children's hearings system. Both of these reports emphasised the solid principles which underlie our children's hearings system in Scotland and the positive basis that already exists for improving services and promoting further development.

I am grateful to my predecessor as chair Sally Kuenssberg for her key role in establishing this still relatively new organisation. All within the children's hearings system owe her thanks for her considerable contribution as panel member, children's panel training organiser, and latterly, chair of SCRA. I must also record thanks to Professor Christine Hallett who completed her service with the Board during 2001-02.

I spent most of 2001-02 leading the Action Team on Better Integrated Children's Services at the Scottish Executive which produced the report "For Scotland's Children". I was fortunate to have the opportunity to visit many children's



services throughout Scotland and, most of all, to hear from children, families and front-line staff. This heightened my concern for those children born into the most difficult circumstances and led directly to my desire to come to SCRA.

I have been pleased to find that the staff of SCRA, panel members and our partners share this concern for the most vulnerable and are committed to taking action to make a difference for such children. I have also been impressed by the role Reporters take in sometimes providing a consistent presence for children over a number of years.

The children's hearings system in Scotland has many positive

qualities and one of the most significant is the volunteers who make up children's panels. Panel members are responsible members of local communities who, while being sensitive to the issues for a particular child, are also alert to issues of community safety and fear of crime. Our Scottish approach therefore remains "integrated" in the best sense, without the fragmentation that has caused difficulties in other areas.

In his report, the Principal Reporter, Alan Miller, reflects in more detail on the activities, challenges and achievements of 2001-02. For myself, I look forward to working with the SCRA Board (which in April 2002 welcomed Dr Joe Morrow as a new Board member), the staff of SCRA, panel members and our partners to make a difference to both the lives of our most vulnerable children and to the safety of our communities.

statement from the chair



Principal Reporter

Alan D Miller



In its thirty-year history, there has never been a time when there has been such public focus on Scotland's Children's Hearings System. Equally, the demand for a fully resourced and effective system of care and justice for Scotland's most vulnerable children has never been greater.

Inevitably, the heightened focus on and increased demand for the Hearings System has generated public debate about every aspect of Scotland's unique system. I would like to set out some key facts that contribute important messages to this debate.

- 36,820 children were dealt with by Reporters or Children's Hearings - the highest number of children in the System's 30 year history

- more boys were dealt with for care and protection issues or other problems, than for offending
- the number of children reported for one offence - that is, children being dealt with for offending for the first time - increased by 20% compared to 2 years ago
- the number of children reported for 2 or more offences has been reduced by 10% over 2 years
- almost one quarter of children dealt with for offending were also formally reported for care or other reasons.

The challenges of tackling youth offending and child protection are immense. But since the publication in June



2000 of the Advisory Group report "It's a Criminal Waste - Stop Youth Crime Now", there has been considerable attention focused on the issue of child offending in the last 2 years, than in the previous 20 years.

The growing involvement of girls in offending must be of concern for all of us and we need to better understand the wider social issues which have contributed to this reported increase.

Offending is, however, only part of the picture. There are few persistent young offenders who do not have major problems and needs in their lives: family breakdown and violence, educational failure, drug or alcohol abuse to name but a few. The Scottish and international research is

convincingly clear that real personal change can only happen when unacceptable behaviour is challenged and underlying needs are met, at the same time. The holistic nature of the Hearings System is wholly attuned to such integrated approaches.

I am pleased to report a year of further progress made possible by the commitment shown by our staff and partners in maintaining an effective front-line service for the children we serve.

Like everyone involved in the Hearings System, I am very aware that we now move into a new era of development where we will be able to apply better information, secure increased investment and establish even more effective inter-agency working. An era that will push us ever closer to our united vision: a Children's Hearings System that delivers effective outcomes for Scotland's most vulnerable children and young people.

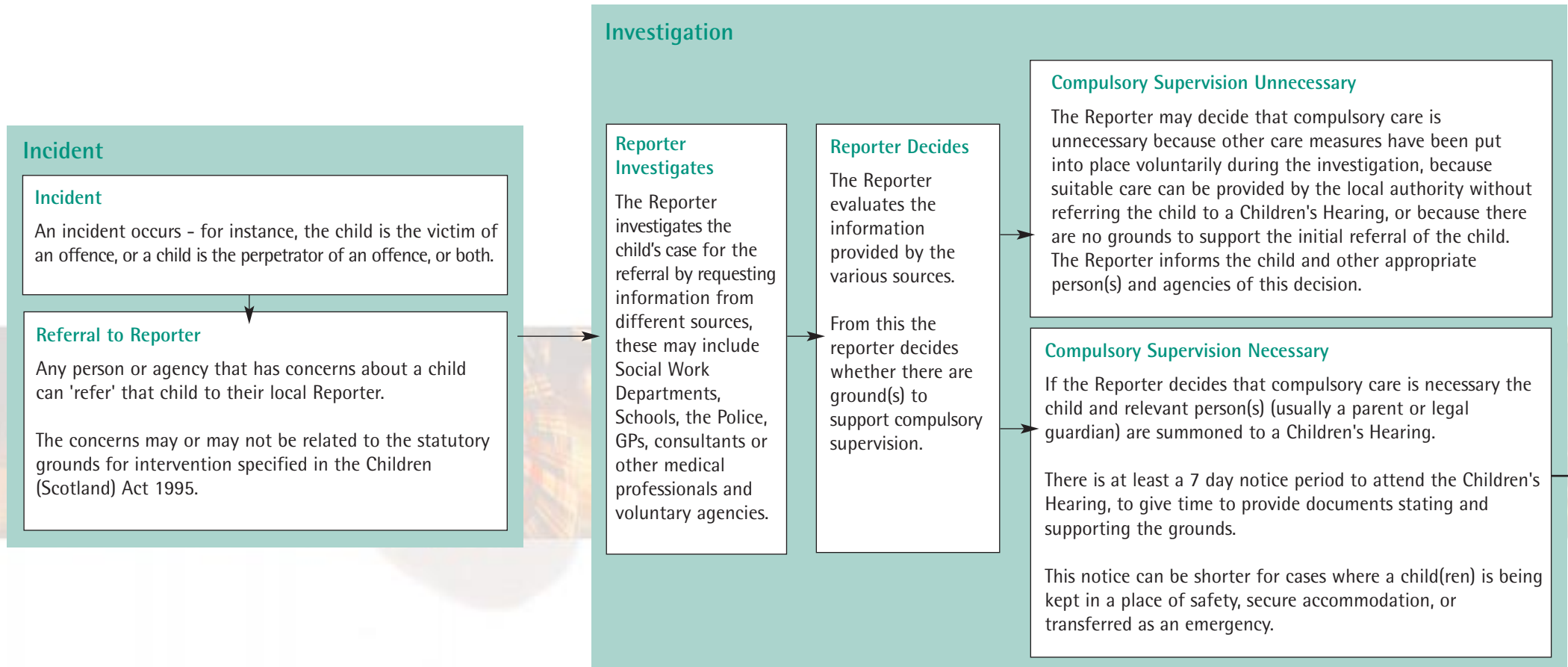


principal reporter



Statistical Report

Children's Hearing System



Hearing

Children's Hearing

The child and the relevant person(s) attend a Children's Hearing.

The case comes before a Children's Hearing, which comprises 3 Panel Members. The Reporter is present to clarify legal and procedural points, and record the Hearing.

Grounds Not Accepted or Understood

If the grounds for referral are not accepted or understood by the child(ren) and relevant person(s), the Children's Hearing can refer the case to the Sheriff. The Reporter must then present the case to the Sheriff. If the Sheriff upholds the reason(s) (grounds) for initially referring the case to a Children's Hearing then the case is returned to the Children's Hearing. If the Sheriff does not uphold the reason(s) (grounds) for referring the case, then there is no further action.

The Children's Hearing can also discharge the case.

Grounds Accepted in Part

At the Children's Hearing, the child or relevant person(s) may not accept all the reason(s) (grounds) that the Reporter has used to refer the case to a Children's Hearing.

Grounds Accepted

At the Children's Hearing, the child and relevant person(s) accept the reason(s) (grounds) for bringing the case to a Children's Hearing.

Outcome

Decision

The Children's Hearing Panel Members discuss with the child, relevant person(s) and others that are present, for example, social worker or teacher. From this they make a decision.

Continue the Case

The Panel Members may feel that there is insufficient information to make a decision on a case. The Reporter will then source additional information and the case will be continued to a subsequent Children's Hearing.

Make a Supervision Requirement

The Hearing can decide to make a Supervision Requirement, if necessary with particular conditions attached, such as place of residence or attendance at a community scheme.

Discharge

After reading all the information and speaking with those involved, the Panel Members may be satisfied that there is no need for formal measures to be continued or put in place and will discharge the case.

statistics

Statistical Report

1. Children Referred to Reporter

Table 1a

Children referred as a percentage of population on alleged offence and alleged care and protection grounds in 2001-02

	No's.	% of population*
<i>Care and protection (0-15 years)</i>		
Boys	13,372	2.7%
Girls	11,931	2.5%
Total	25,303	2.6%
<i>Offence (8-15 years)</i>		
Boys	11,775	4.5%
Girls	3,357	1.3%
Total	15,132	1.6%
<i>Referred on both care and protection and offence grounds (8-15 years)</i>		
Boys	2,541	0.5%
Girls	1,074	0.2%
Total	3,615	0.4%
<i>All grounds* (0-15 years)</i>		
Boys	22,606	4.5%
Girls	14,214	3.0%
Total	36,820	3.8%

NOTE:

*Children are only counted once in 'all grounds'. 'Offence' and 'care and protection' grounds include children referred on both types of grounds, so individual children may be counted more than once.

Table 1b

Numbers of children referred to Reporter

	2001-02	2000-01	1999-00
Boys	22,606	20,153	21,656
Girls	14,214	12,785	12,181
Total	36,820	32,938	33,837

Table 1c

Trends in children referred to the Reporter on alleged offence and alleged care and protection grounds as a percentage of the population

	2001-02	2000-01	1999-00
<i>All grounds (0-15 years)</i>			
Boys	4.5%	3.8%	3.9%
Girls	3.0%	2.6%	2.7%
<i>Care and protection (0-15 years)</i>			
Boys	2.7%	2.3%	2.4%
Girls	2.5%	2.2%	2.2%
<i>Offence (8-15 years)</i>			
Boys	4.5%	4.0%	4.2%
Girls	1.3%	1.2%	1.3%

The majority of children referred to the Reporter in 2001-02 were on grounds of care and protection. Similar numbers of boys (13,372) and girls (11,931) were referred on care and protection grounds. Approximately a third of children were referred on offence grounds. Almost 3-times as many boys were referred on offence grounds compared with girls. In 2000-01, for the first time, the number of boys referred on care and protection grounds (11,578) exceeded the number referred on offence grounds (10,561). This trend continued in 2001-02 with 11,775 boys referred on offence grounds compared with 13,372 on care and protection grounds (Table 1a).

The number of children referred to the Reporter in 2001-02 was the highest (36,820) since the Children's Hearings System began in 1971. There were 2,983 more children referred in 2001-02 compared with 1999-00; children referred for one offence account for 47% of this increase (Table 1b).

The proportion of children referred continues to constitute a small minority of the population of children in Scotland, and has remained relatively stable over the past 3-years. Fewer than 4% of Scottish children were referred to the Reporter in 2001-02, and less than 2% of children were referred on alleged offence grounds (Table 1c).

2. Referrals to the Reporter

The purpose of the Children's Hearings System is to decide if compulsory measures of supervision are necessary to

protect the welfare and safety of children. The conditions on which decisions are made are known as the grounds for referral.

Table 2
Grounds for referral to Reporter

Alleged grounds for referral	2001-02	2000-01	1999-00
<i>Care and protection grounds where the child is:</i>			
Beyond the control of any relevant person	4,756	3,754	4,052
Falling into bad associations or exposed to moral danger	2,262	1,850	2,114
Likely to suffer unnecessarily or be impaired seriously in his/her health or development due to lack of parental care	14,808	12,845	14,203
The victim of a Schedule 1 offence*	9,149	7,649	9,229
To be, or likely to become the member of the same household as a victim of a Schedule 1 offence*	1,374	1,280	1,808
To be, or likely to become the member of the same household as a Schedule 1 offender*	827	654	1,008
To be, or likely to become the member of the same household as an incest victim	20	25	14
Not attending school	4,129	3,865	4,579
Misused alcohol or drugs	1,697	1,272	1,260
Misused solvents	55	60	99
In the care of a local authority**	71	88	99
<i>Offence grounds where:</i>			
The child has committed an offence***	29,179	26,766	30,633
<i>Remits from court</i>	53	54	75
TOTAL	68,380	60,162	69,173

NOTES: Table 2

* The term 'Schedule 1 offence' refers to any of the offences mentioned in Schedule 1 to the Criminal Procedure (Scotland) Act 1995.

** A child who is accommodated by a local authority or who is subject to a parental responsibilities order, whose behaviour is such that special measures are necessary for his/her adequate provision in his/her interests or in the interests of others.

*** This ground is only applicable to children who are at least 8-years old, which is the age of criminal responsibility.

The upward trend of grounds for referral continued in 2001-02. The number of grounds dealt with in 2001-02 was higher than in any previous year except 1999-00.

The number of alleged offence grounds decreased by 5% between 1999-00 and 2001-02. Additionally, for the third year running the number of care and protection grounds was greater than offence.

The main changes in grounds referred over the 3-year period, were:

- 35% increase in 'misuse of alcohol or drugs'.
- 17% increase in 'beyond the control of any relevant person'.
- 24% decrease in 'to be, or likely to become the member of the same household as a victim of a Schedule 1 offence'.
- 10% decrease in 'not attending school'.



Statistical Report

3. Children Referred to the Reporter on Offence Grounds

Table 3a

Number of alleged offences per child

No. offences	Number of children		
	2001-02	2000-01	1999-00
1 offence	8,446	7,560	7,031
2 - 3 offences	3,897	3,462	4,177
4 - 6 offences	1,434	1,412	1,817
7 - 9 offences	558	504	574
10+ offences	797	785	890
Average number of offences per child	2.86	2.98	3.19

Table 3b

Age distribution of children referred on alleged offence grounds

Age group	Number of children		
	2001-02	2000-01	1999-00
8 - 11 years	1,867	1,779	2,140
12 - 13 years	4,319	4,212	4,495
14 - 15 years	8,628	7,540	7,682
16 - 17 years	318	192	172
Total	15,132	13,723	14,489

Although Table 3b shows an increase in the number of children referred for alleged offences to the Reporter, three very interesting trends should be noted.

- 1) The number of children referred for a single offence increased from 7,031 in 1999-00 to 8,446 in 2001-02. At the same time there was a decrease in the number of children referred for more than one offence, from 7,458 children in 1999-00 to 6,686 in 2001-02. There was also a slight decrease in younger children being referred, 449 fewer children aged under 14-years were referred in 2001-02 compared with 1999-00.
- 2) The percentage of children who are recorded as committing more than ten offences in 2001-02 has also decreased, from 890 in 1999-00 to 797 in 2001-02.
- 3) The average number of offences committed per child continues to fall, to 2.86 offences per child.

4. Decisions by Reporters

Reporters investigate each child's case using information from a variety of sources to decide if there are grounds to support compulsory supervision. In these cases, a child will be referred to a Children's Hearing. If the Reporter decides that there are not sufficient grounds to support such action, he/she may refer cases to the local authority for voluntary care, or dismiss the case due to lack of evidence.

Table 4

Reporters' decisions on grounds referred

	2001-02	2000-01	1999-00
	% of total grounds	% of total grounds	% of total grounds
Referred to a Children's Hearing*	20%	21%	24%
Already under a Supervision Requirement	14%	14%	13%
Referred to the Local Authority or Police	11%	11%	12%
Insufficient evidence to proceed	7%	6%	6%
Action already being taken and no formal proceedings required	49%	47%	44%

* Children can be referred to a Children's Hearing on one or more grounds. Children can also be referred to a Children's Hearing on a number grounds referred to the Reporter on different occasions.

5. Decisions by Hearings and Supervision Requirements

For 34% of grounds for referrals, Reporters decided that compulsory supervision was necessary, either by referring cases to Children's Hearings or continuation of existing Supervision Requirements. This represents a 3% decrease between 1999-00 to 2001-02. For 49% of grounds, Reporters decided that formal referrals to Local Authorities or Police, or compulsory measures of supervision were not required, often because action had already been taken to address the problem.

Children's Hearings make decisions about children who are already under compulsory measures of supervision as well as children who have been referred on new grounds. A Supervision Requirement made by a Hearing may specify where a child is to reside (e.g. with their parents or guardian, Local Authority home, secure accommodation, etc.) and may also require the child to abide by any conditions that may be set by the Hearing.

When a Hearing is asked to review the measures of supervision currently in place for a child it has a number of options. It can continue the Supervision Requirement (as it is), vary the existing Requirement from residential to non-residential (or vice versa), vary the conditions attached to the Requirement or terminate the Requirement (a new Supervision Requirement can be made in place of the old one). A Review Hearing can also consider fresh grounds of referral and change any measures of supervision in place accordingly. A Hearing can also be continued to another date without a substantive decision, for example to allow reports to be submitted.

In 2001-02 Supervision Requirements were made for 70% of the grounds which were referred to Children's Hearings in this year.



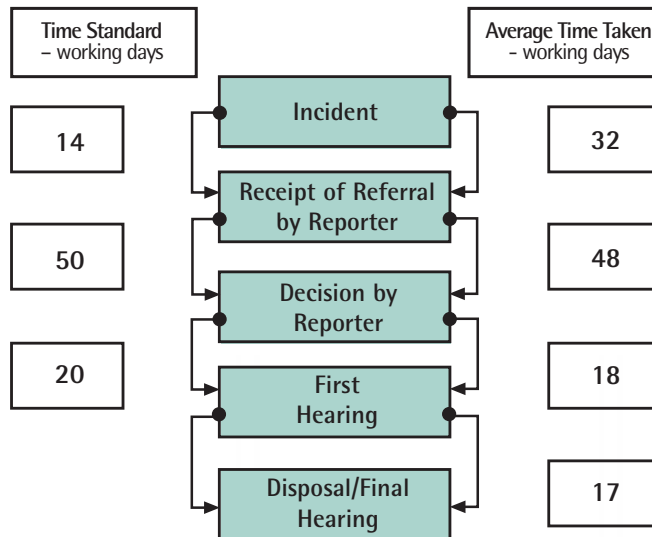
6. Time Intervals:

Table 5

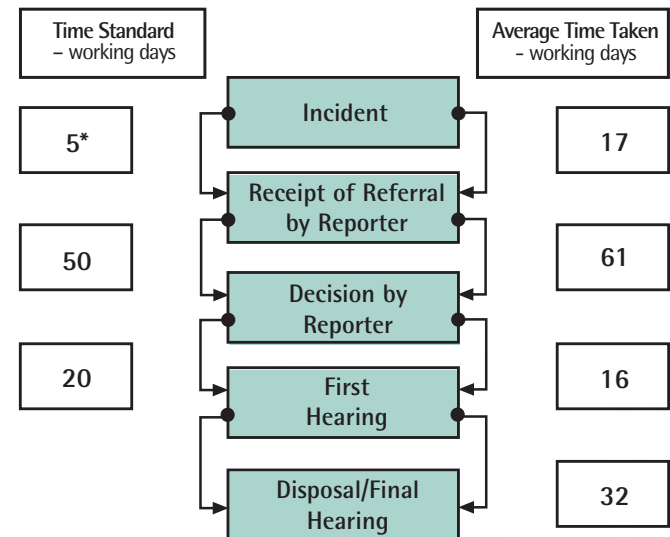
Children under a Supervision Requirement at 30th June each year

	2001	2000	1999
Parent/guardian	5,475	6,404	5,683
Relatives or friend	1,116	1,174	1,070
Foster care	1,986	2,120	1,868
Local Authority home	470	503	477
Residential school	545	579	565
Other	86	98	112
Total	9,728	10,878	9,775
% of children in population	1.0%	0.9%	0.9%

Offence Cases



Care and Protection Cases



The above table gives a 'snapshot' of the number of children under Supervision Requirements on 30th June 2001. This includes Supervision Requirements made in the period 1 April to 30th June 2001 as well as those already in place, but not recorded as having been terminated.

The national time standards are:

- 80% of police reports will be delivered to the Reporter within 14 calendar days.
- 60% of Reporter decisions will be made within 50 working days of receipt of a referral.
- 90% of Hearings will be scheduled to take place within a maximum of 20 working days of the Reporter's decision.

The national time standards are:

- 100% of referrals will be made within 5 working days of the child protection case conference.
- 60% of Reporter decisions will be made within 50 working days of receipt of a referral.
- 90% of Hearings will be scheduled to take place within a maximum of 20 working days of the Reporter's decision.

Note:

*Refers to the Time Standard from a case protection conference to Referral to the Reporter. There are no other time standards for non-offence referrals.

Time Intervals

The time taken to deal with children's cases is measured for each of the 4 main stages of the process. The tables show the average times taken for each stage against the appropriate national standards*, this gives an indication of the Hearing System's success in meeting its targets.

For cases that proceeded to a Children's Hearing, the overall time from incident to disposal can also be measured, as shown in Table 6.

Table 6

Average times taken for Children's Hearings cases, from incident to Hearing decision.

Year	Average times (calendar days)	
	Offence cases	Care and protection cases
2001-02	134	168
2000-01	134	174
1999-00	141	170

Offence cases

For offence referrals that proceeded to a Children's Hearing in 2001-02, the average timescale was 134 days, the same as 2000-01. This is a significant reduction (17-days) since 1997-98 when measurement of time intervals began.

The Children's Hearings System is meeting its targets for dealing with offence cases, from receipt of referral by Reporter. It took an average of 66-days from receipt to first Hearing compared with the national standard of 70-days. Delays continue to occur at the first stage in the process, from date of incident to referral to Reporter.

Care and Protection cases

There has been a reduction of 6-days in the average time taken for care and protection cases that proceed to a Children's Hearing.

The longer average time taken for Reporters to investigate cases (61 working days) compared with offence cases (48 working days) and the national standard (50 working days) reflects the complexity of many care and protection cases and the increasing numbers of children being referred.



* Blueprint for the Processing of Children's Hearings Cases: Inter-agency Code of Practice and National Standards. 2nd edition 2001. Scottish Executive.

Improving the quality and speed of our casework for children

Push for Electronic Case Processing Continues

Our flagship case-processing system – the Referrals Administration Database (RAD) – continued its rollout programme throughout Scotland.

By December 2001, 13 teams had joined the original pilot site in West Dunbartonshire and by April 2002 a further 7 teams had adopted the RAD as its case-processing tool.

By the end of 2002, all teams will be live on the RAD.

The commitment of every member of staff involved in the rollout of the RAD, the direction and leadership provided by the RAD Team and the technical solutions provided by Logica (UK) Ltd means that SCRA – for the first time in its history – now has in place a powerful tool that will provide quality information on the children and young people referred to Reporters throughout Scotland.

Connecting to Wider Networks

The successful rollout of the RAD as SCRA's electronic case-processing system is not an end in itself. The fullest value of the new national system will be felt when SCRA establishes external connectivity with its key partners in the referral process. The focus for much of this effort has remained, to date, on SCRA's planned participation in the ISCJIS Community.¹ Plans are now underway to establish a programme of work that will deliver external connectivity by April 2003.

In addition to its established links with the ISCJIS community, SCRA is also now a participant in the social work information initiative – SWIRG – and dialogue has also been opened up with the e-Care Team at the Scottish Executive.

Reducing Time Delay

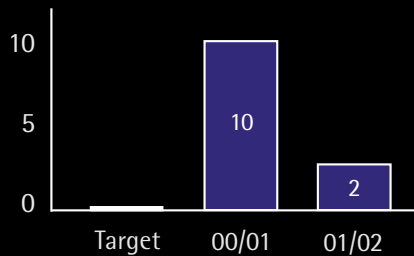
Efforts to further reduce time delays in the system continue at a local level with Reporters participating in the Local Authority Review Groups (LARGs), which have been established to monitor compliance with the national standards.

The Scottish Executive continues to take the lead in monitoring time delays in the Hearings System nationally. This crucially important area will be given added attention by the national audit of Youth Justice to be carried out by Audit Scotland in 2002. SCRA will provide Audit Scotland with access to its legacy statistical information covering the period 1997-2001 as a basis for this audit examination.

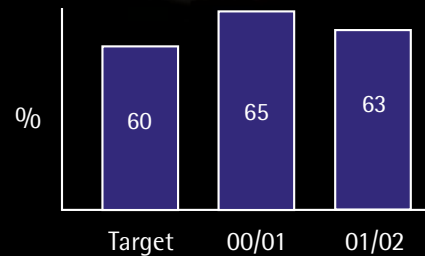
¹ Integration of Scottish Criminal Justice Information Systems



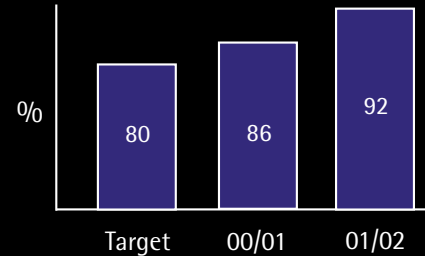
Performance Indicators



No. of Supervision Requirements lapsed. (Out of 10,000 approximately in force)



Percentage of referral decisions made within 10 weeks.



Percentage of Practice Helpline enquiries answered within 24 hours.

Developing services for children that meet their needs

A New Focus on Youth Offending

The first signals of a major new focus on youth offending became evident in 2001-02 when the Scottish Parliament held its first debate on Youth Justice in September 2001.

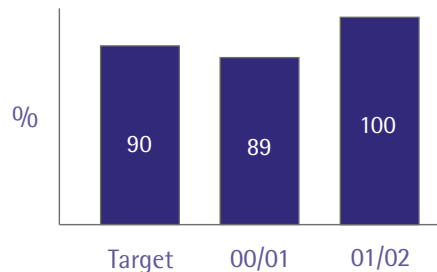
SCRA continued to provide advice and guidance to the Children and Young People Group at the Scottish Executive and in January 2002, the first meeting of the Youth Justice Steering Group was chaired by Cathy Jamieson, the Minister for Children and Young People.

In-house seminars on Youth Offending followed in March 2002 and, in essence, SCRA had taken its first steps in preparing the ground for engaging the Youth Crime agenda now announced by the First Minister, Jack McConnell.

Domestic Abuse

To guide and inform SCRA's research focus on Domestic Abuse, a working group was established involving colleagues from throughout Scotland. A Domestic Abuse training event took place in April 2002 and the research programme on Domestic Abuse will conclude in 2002-03.

Performance Indicators



Percentage of complaints to be resolved by stage 2 of the formal complaints process

Child Witnesses

SCRA has now initiated the development of a comprehensive Child Witness Pack to support staff in working with children and young people who may be required to provide evidence as witnesses. The pack will be completed on 2002/03 and made widely available as a key resource for Reporters throughout Scotland.

Human Rights

2001-02 was marked with considerable activity on the Human Rights front. A national seminar in May 2001 provided the first significant opportunity to communicate the implications of the landmark judgment (by the Court of Session) on the Hearings System and its compliance with the European Convention on Human Rights.

Human Rights training for Reporters continued apace throughout 2001-02 and two specific initiatives were developed as a direct consequence of the Court of Session judgement:

- the provision of papers for Children at a Hearing; and
- accommodating requests for legal representation at a Hearing.

A pilot of the Papers for Children initiative is now underway and practice guidance notes on legal representation have been prepared and circulated to Reporters throughout Scotland.

review



Managing our staff to deliver for children

Working in Partnership

Staff throughout SCRA's network of local offices and Hearings Centres continue to work closely with a range of partner agencies in developing and strengthening local programmes, which address the needs of Scotland's most at risk children.

Local Children's Services Planning has an obvious role to play in coordinating the activities of the various agencies involved in delivering services to vulnerable children and their families. SCRA staff have maintained a close relationship with local authorities in this regard and there has been increased dialogue also with Scotland's police forces, local health service providers and a host of voluntary sector groups currently working with young people and families in crisis.

Staff Survey

The results from SCRA's first Staff Survey were published and made widely available in June 2001. The survey will be repeated annually and this first set of results will provide the benchmark to determine where improvements have been made or are needed.

The results of the survey were published nationally and regionally (including headquarters) and Regional Management Teams met with the Principal Reporter to agree actions needed in light of the results.

Management Development

The Management Conference, introduced for the first time in 2000, was repeated in August 2001 and expanded to include Authority Support Managers. This two-day event is now established as an important feature of SCRA's Management Development programme.

Performance Appraisal

In November 2001, agreement was reached on the shape and format of SCRA's new performance appraisal scheme. The scheme, which will be operational from March 2002, will be preceded by a programme of training for line managers and all employees.

The introduction of a national performance appraisal scheme is a major element of SCRA's commitment to the Modernising Government Programme.

A comprehensive programme of staff training and development took place throughout 2001-02. The training programme was wide ranging including initiatives in health and safety, first-aid, IT training, Reporter Training, an Advocacy Course and a new format Corporate Induction Day for new staff.



Performance Indicators

Providing good quality facilities for Children's Hearings

Falkirk Team Return Home

In October 2001, staff in the Falkirk Team returned home to their new purpose built office and Children's Hearings Centre on the site of their former office in Falkirk. During the rebuild of the office, the Falkirk Team was accommodated by the team in Stirling and services to children and families in Falkirk continued, without interruption, throughout the construction of the new facility.

The new Falkirk office – which was delivered within budget and on time - was officially opened in March 2002 by the Minister for Children and Young People, Cathy Jamieson MSP

Building on Ability

SCRA's Property Team undertook a major review of SCRA's entire property portfolio to establish the level of compliance with the requirements of the Disability Discrimination Act 1995. The findings of the review will shape and inform the property development strategy for offices and Hearings Centres for the years ahead.

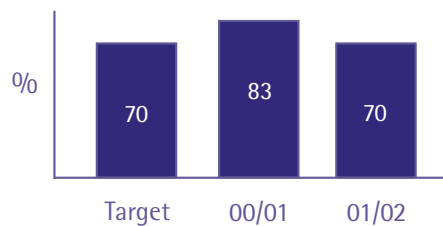


Falkirk Team Return Home

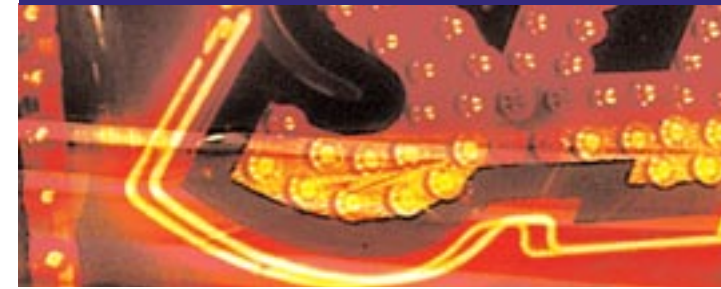
In October 2001, staff in the Falkirk Team returned home to their new purpose built office and Children's Hearings Centre.



Performance Indicators



Hearing Centres complying with property standards.



Delivering our service effectively and efficiently

New Resources for Frontline Services

With the support of the Scottish Executive, SCRA submitted an assessment of additional resources required to support frontline services throughout Scotland. Additional funding of £1.5m was made available to SCRA from the Executive and recruitment of new frontline staff in key hotspot areas got underway in 2001-02. Up to 30 new frontline staff will be recruited to SCRA by the summer of 2002.

Broadband Arrives

Following a strategic review of SCRA's IT systems and infrastructure in 2001, the Board of SCRA agreed to initiate a major technology refresh programme to upgrade SCRA's IT network and systems.

With additional funding made available from the Scottish Executive, the first phase of the technology refresh programme got underway in 2001-02 replacing the existing IT network with a broadband equivalent network providing greater resilience and significantly improved performance. This first phase of technology refresh ensured that the national rollout of SCRA's new RAD System continued as planned and without any degradation in performance.

A second phase of technology refresh will commence in 2002 and will deliver full external connectivity providing external email facilities on every PC in SCRA.

Quinquennial Review

Following a national review of public bodies initiated by Scottish Ministers early in 2001, the Scottish Executive subsequently commenced its planned five-year review of SCRA.

This was SCRA's first quinquennial review and, in line with established guidance, it sought to report on SCRA's organisational performance (including financial and management performance) since the organisation was formed in 1996. The independent review consulted with all of SCRA's partners and stakeholder groups, including key staff throughout SCRA. A report was prepared for Ministers' consideration and is expected to be published later in 2002.



Promoting the value of the Children's Hearings System

International Liaison

SCRA maintained its established tradition of hosting a series of international visitors interested in learning about Scotland's Children's Hearings System. In 2001-02, Israel, Norway, Japan and Thailand sent delegates to Scotland to observe the system of care and justice operating here.

In addition to hosting visits from colleagues overseas, SCRA staff were represented in a number of international study tours:

- Alan Miller (Principal Reporter) joined a Ministerial delegation which visited China in July 2001;
- Karen Liney (Reporter in South and East Ayrshire) participated in a study tour of Namibia and South Africa in April/May 01; and
- Delna Weston (Reporter in Dumfries and Galloway) visited Romania colleagues with Dumfries and Galloway Constabulary and Dumfries and Galloway Social Services. Her visit, in October 2001, focused on developments in the field of child protection.



Wider Domestic Networks

Staff throughout SCRA continue to play an important role in a number of wider national networks established in Scotland and the UK including the Scottish Association for the Study of Delinquency (Margaret Small), British Juvenile and Family Courts Society (Stuart Lynch) and UNISON National Disabled Members Committee (Iain Montgomery).

Parliamentary Affairs

With MSPs showing increased interest in the work of the Children's Hearings System, contact with a number of groups in the Scottish Parliament were established in 2001-02:

- The Education, Culture and Sport Committee;
- The Cross-Party Group on Children and Young People;
- The Cross-Party group on Human Rights; and
- The Cross-Party Group on Men's Violence Against Women.



Board Members

1. Chairman – Sally Kuenssberg, CBE (Retired from membership 31st March 2002)

Sally Kuenssberg served as a member of the Strathclyde Children's Panel in Glasgow for a number of years. From 1990-95 she was a Lecturer at Glasgow University with responsibility for the training of panel members in Strathclyde and Dumfries & Galloway. From 1997 to 2000 she chaired the national multi-agency working group which produced the Just in Time Report (1997) and the Blueprint for the Processing of Children's Hearings Cases (1999). She has also chaired the Secure Accommodation Advisory Group set up by the Scottish executive in February 2000. She is a non-executive Trustee of Yorkhill NHS Trust.

2. Chairman – Douglas Bulloch (Appointed April 2002)

A former Director of Social Work in East Ayrshire, Douglas spent almost 25 years as a social worker in the West of Scotland. In November 2000 he was appointed by the Scottish Executive to lead the Action Team on Better Integrated Children's Services which in October 2001 led to the production of the report *For Scotland's Children*, which is central to the future work of SCRA.

3. Principal Reporter – Alan D. Miller

Following a spell in legal practice, Alan was a Reporter in Glasgow for five years before becoming Regional Reporter for Dumfries & Galloway in 1990. He was Secretary of the Association of Children's Reporters from 1990 to 1993 and of the Regional and Islands Reporters Group from 1994 to 1995. He is an adviser on social work issues to CoSLA.

4. Deputy Chairman – Sheriff J. Douglas Allan

Formerly Sheriff at Lanark, Sheriff Allan moved to the Edinburgh bench in 2000. Prior to his elevation to the bench, he was a member of the Procurator Fiscal Service and subsequently Region Procurator Fiscal for Lothian and Borders. He is currently President of the Sheriffs' Association.

5. Professor Christine Hallett (Retired from membership 31st March 2002)

Professor Hallett is a Deputy Principal and Professor of Social Policy at Stirling University. She has been involved in a number of training initiatives for Reporters and is a past Chairman of the Central Regional Child Protection Committee. She led a major research project into decision making in the Children's Hearings System published by the Scottish Office Central Research Office in 1998.



6. Dr Patricia Jackson

Dr Jackson is a consultant paediatrician employed by Lothian Universities Hospitals NHS Trust. A former member of Edinburgh City Children's Panel, she is a Director of the Children's Hospice Association Scotland (CHAS) and Chair of the Special Needs Advisory Group for Children in Scotland.

7. Councillor Harry McGuigan

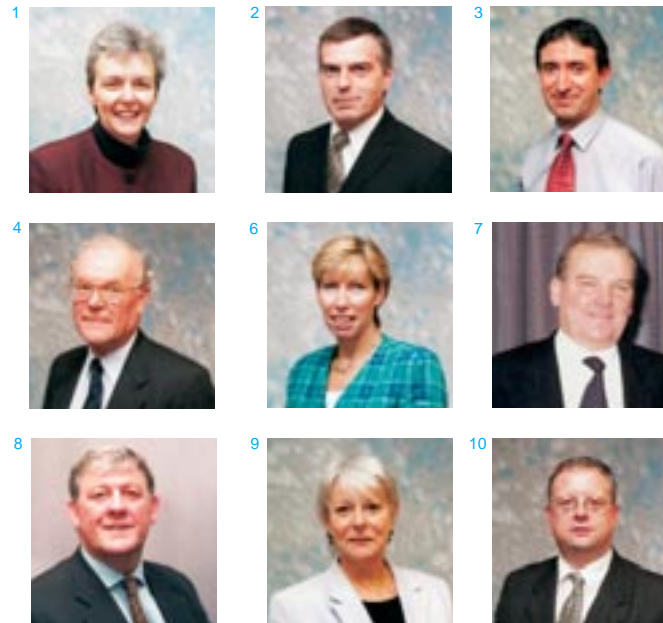
Harry is a member of North Lanarkshire Council and is Convener of its Social Work Committee. He was nominated to join the Board of SCRA by CoSLA. His experience as a senior guidance teacher, manager of an innovative education industry initiative in Motherwell and consultant to Motherwell College given him comprehensive experience and understanding of the issues important to the welfare and wellbeing of young people.

8. Ian Smith

A solicitor and former Chief Executive of Dumfries & Galloway Council, Mr Smith has wide experience of the service provided by Reporters and Children's Panels and their relationship with social work, education and health services, police and the criminal justice system. He was appointed Commissioner for Local Government Affairs on 1st July 2000.

**9. Anne McNeill
(Appointed Oct 2001)**

A former member of Lothian Region Children's Panel, Anne is Managing Director of Talkback Training Ltd. – a consultancy specialising in organisational development, e-learning, life-long learning, and social inclusion issues. Her other interests have included involvement with the Prince's Scottish Youth Business Trust and with community projects in West Lothian where she lived and worked prior to moving to Eyemouth in August 2001.



**10. Joe Morrow
(Appointed April 2002)**

A former convener of social responsibility for Scottish Episcopal Church and Director of Angus Mental Health Association, Joe is an advocate and a HM Commissioner for Mental Health for Scotland. His other interests have included involvement with the Prince's Scottish Youth Trust and with a community training charity in Dundee. He brings with him legal experience, combined with his involvement in strategic planning of Children's and Health issues in Angus and Tayside.



Footnote:
SCRA's Register of Board Members' interests may be inspected. Information about Board Members' remuneration is set out in SCRA's Annual Accounts.

Summary Extract of Annual Accounts 2001-2002

Statement of the independent auditor to Scottish Children's Reporter Administration

We have examined the summary financial statement set out on pages 24 to 28.

Respective responsibilities of the Board, the Principal Reporter and Auditor

The Board and the Principal Reporter of the Scottish Children's Reporter Administration are responsible for preparing the annual report in accordance with applicable United Kingdom law. Our responsibility is to report to you our opinion on the consistency of the summary financial statement within the annual report with the full annual financial statements and Principal Reporter's report. We also read the other information contained in the annual report and consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the summary financial statement.

Basis of opinion

We conducted our work in accordance with Bulletin 1999/6 'The auditor's statement on the summary financial statement' issued by the Auditing Practices Board for use in the United Kingdom. Our report on Scottish Children's Reporter Administration's full annual financial statements describes the best of our audit opinion on those financial statements.

Opinion

In our opinion the summary financial statement is consistent with the full annual financial statements and Principal Reporters report of 18th Sept 2002 for the year ended 31 March 2002. We have not considered the effects of any events between the date on which we signed our report on the full annual financial statements 22 September 2002 and the date of this statement.

KPMG LLP

KPMG LLP
Chartered Accountants
Registered Auditor

11th February 2003

Income and Expenditure Account for the year ended 31 March 2002

	2002 £'000	2001 £'000
Income		
Scottish Executive Grant-in-Aid	16,185	13,747
Expenditure		
Staff costs	9,321	8,717
Depreciation	316	324
Permanent diminution	964	-
Other operating charges	<u>5,086</u>	<u>4,390</u>
	15,687	13,431
Operating surplus	498	316
Interest payable	177	198
Interest receivable	25	23
Retained surplus for the year	<u>346</u>	<u>141</u>
Statement of Total Recognised Gains and Losses for the year ended 31 March 2002		
	2002 £'000	2001 £'000
Surplus for the financial year	346	141
Surplus arising on revaluation of fixed assets	<u>1,009</u>	<u>-</u>
Total recognised gains and losses relating to the year	<u>1,355</u>	<u>141</u>

The results for the year derive from the ordinary activities of SCRA, all of which are continuing.

Balance Sheet

as at 31 March 2002

	2002 £'000	2001 £'000
Fixed Assets		
Tangible assets	5,350	4,812
Current assets		
Debtors	1,152	822
Cash at bank and in hand	<u>244</u>	<u>273</u>
	1,396	1,095
Creditors		
Amounts falling due within one year	<u>2,193</u>	<u>2,182</u>
Net Current Liabilities	<u>(797)</u>	<u>(1,087)</u>
Total Assets Less Current Liabilities	<u>4,553</u>	<u>3,725</u>
Creditors: amounts falling due after more than one year	1,908	2,218
Provision for liabilities and charges		
Provision for unfunded pension charges	1,622	1,528
Accruals and deferred income		
Deferred government grant	2,265	2,570
Deferred rent	121	127
Reserves		
General fund	(2,465)	(2,811)
Revaluation reserve	<u>1,102</u>	<u>93</u>
	<u>4,553</u>	<u>3,725</u>

Alan D. Miller
Principal Reporter
18th September 2002

Douglas Bulloch
Chairman
18th September 2002

accounts



Cash Flow Statement

for year ended 31 March 2002

	2002 £'000	2001 £'000
Reconciliation of Operating Surplus to Net Cash Inflow From Operating Activities		
Operating Surplus	498	316
Loss on disposal	16	88
Deferred Rent	(6)	(6)
Depreciation Charges	316	324
Permanent Diminution	964	-
Amortisation of CHRIS Prepayment	-	12
Provision for unfunded pension contribution	94	245
Increase in Debtors	(330)	(171)
(Decrease)/Increase in Creditors	(40)	286
Strain costs	38	(303)
Transfer from Deferred Government Grant	(1,130)	(220)
Net cash inflow from operating activities	<u>420</u>	<u>571</u>
Net Cash Flow from Operating Activities	420	571
Returns on Investments and Servicing of Finance		
Interest received	25	23
Interest paid	(184)	(211)
Capital Expenditure	(825)	(924)
Capital Receipts	-	-
Financing		
Deferred Grant-in-aid received	825	924
Repayment of Loans	(290)	(290)
(Decrease)/Increase in cash	<u>(29)</u>	<u>93</u>

1. Statement of Accounting Policies

(a) Basis of Preparation

The financial statements are prepared under the historical cost convention, modified by the inclusion of fixed assets at their value to the business by reference to current costs. These accounts have also been prepared in accordance with applicable Accounting Standards and in accordance with the Accounts Direction given by the Scottish Ministers which is reproduced as Annex 1 to the Accounts.

At 31 March 2002, the SCRA Balance Sheet records negative reserves of £1,363,000 (2001: £2,718,000).

The accounts have been prepared on a going concern basis, as the Scottish Executive has undertaken, subject to Parliamentary approval, to continue to provide resources to permit SCRA to meet its legal obligations.

(b) Fixed Assets

Land and Buildings are included at their open market valuation at 31 March 2002. Other fixed assets are stated at their value to the business by reference to current costs. No adjustments have been made to fixed assets other than land and buildings as at 31 March 2002 as the effect of revaluing fixed assets as at 31 March 2002 would make no material difference to the results for the year nor to the financial position at the year end.

(c) Depreciation

Depreciation is not provided on freehold land. On other assets it is provided to write off evenly the cost or revalued amounts in equal annual instalments over the estimated useful economic lives of the assets. The estimated useful economic lives are as follows:

- Buildings 10 - 40 years
- Office equipment 4 years;
- Furniture & Fittings 4 years;
- Leasehold improvements over the life of the lease.

(d) Government Grants

Government grants of a revenue nature are credited to income in the year to which they relate. Government grants receivable for capital expenditure are credited to a Deferred Government Grant account and released to the income and expenditure account over the expected useful lives of the relevant assets.

(e) Superannuation

SCRA has an agreement with Falkirk Council under which all staff are eligible to enter the Local Government Pension Scheme managed by the council in accordance with the rules thereof. It is a defined benefit scheme providing pension benefits and life assurance for all permanent staff.

The contributions are determined by a qualified actuary on the basis of triennial valuations using the projected accrued benefit method. The most recent valuation was at 31 March 1999. Details of this valuation are included in a report published by Falkirk Council.

The contribution rates for 2001-02 were 6% by employee and 10.2% by employer.

(f) Taxation

SCRA has no taxable profit and therefore no provision has been made for corporation tax.

(g) Operating Leases

Rentals applicable to operating leases are charged to Income and Expenditure as incurred.



Summary Extract of Annual Accounts 2001-2002

2. (a) Senior Management Team Salaries and entitlements

	Age	Salary and Performance Related Pay 2002 £k	Salary and Performance Related Pay 2001 £k	Real Increase in Pension £k	Total Accrued Pension at 31/3/2002 £k
Sally Kuenssberg Chairman	58	10-15	15-20	-	-
Alan Miller Principal Reporter	42	70-75	65-70	0-2.5	5-10
Margaret Cox Deputy Principal Reporter	48	65-70	65-70	0-2.5	5-10
Ed Morrison	37	40-45	40-45	0-2.5	0-5
Liz Wrathmell Directors	51	45-50	45-50	0-2.5	0-5

SCRA operates a Performance Related Pay scheme for higher-grade employees.

The Directors are included in the scheme. The Principal Reporter and Directors are ordinary members of SCRA superannuation scheme. This is a defined benefit scheme to which members contribute 6% of pensionable earnings.

(b) Board Members' Remuneration

	2002 £'000	2001 £'000
Salaries and Fees	47	41
Employer's National Insurance	1	2
Superannuation	<u>1</u>	<u>1</u>
	<u>49</u>	<u>44</u>

The salary and pension entitlements of the Board of SCRA excluding the Chairman and Principal Reporter are as follows:

	Age	Fees £
Professor Christine Hallett	52	4,138
Dr. Patricia Jackson	50	4,138
Harry McGuigan	58	4,138
Ian Smith	51	4,138
Anne McNeill	53	2,069
Sheriff J. Douglas Allan	60	nil

The Board members named above are not part of the SCRA Superannuation scheme.



Regional Contact Points

WEST REGION

Reporter Manager

Tom Philliben 0141 567 7970

Authority Reporters

Glasgow East	Marion Martin	0141 567 7909
Glasgow South	Jim Doherty	0141 567 7947
Glasgow North	Iain Gault	0141 567 7928
Glasgow Support	Jackie Robeson	0141 567 7979
Argyll and Bute	Stephen Hunter	01546 606937
Renfrewshire/ East Renfrewshire	Lesley King/ Caroline Welsh	0141 889 9171
Inverclyde	Kenneth Ritchie	01475 720221
West Dunbartonshire	Chris Docherty	01389 76426

CENTRAL WEST REGION

Reporter Manager

Brian Lister 01698 281903

Authority Reporters

Dumfries and Galloway	Miller Caldwell	01387 255734
East/South Ayrshire	Joe Scanlon	01563 555838
North Ayrshire	Iain Mitchell	01294 278151
South Lanarkshire	David Jones	01355 232145
East Dunbartonshire	Margaret Small	0141 567 7957
North Lanarkshire	Paul J. Harkness	01698 746771
Stirling & Clackmannanshire	Pauline Proudfoot	01786 476400
Falkirk	Ewen Cameron	01324 626996

EAST REGION

Reporter Manager

Malcolm Schaffer 0131 667 0284

Authority Reporters

City of Edinburgh East	Gordon Bell	0131 667 9431
City of Edinburgh West	Gordon Irvine	0131 667 9431
Mid/East Lothian	Margaret Taylor	01875 613355
West Lothian	Alison Wright	01506 632741
Scottish Borders	Pauline Walker	01750 20372
Angus/Dundee	Rachel Burn	01382 433020
Perth/Kinross	Norma Ritchie	01738 620950
Fife	Stuart Lynch	01592 414919



HQ Contact Points

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Principal Reporter

Alan D Miller

Tel: 01786 459503

Depute Principal Reporter

Margaret Cox

Tel: 01786 459502

Director of Finance

Ed Morrison

Tel: 01786 459510

Director of Human Resources

Liz Wrathmell

Tel: 01786 459513

Head of Corporate Services

Eddie McConnell

Tel: 01786 459509

Head of Casework Services

Philip Jackson

Tel: 01786 459506

Head of Operational Support

Gillian Crompton

Tel: 01786 459530

NORTH REGION

Reporter Manager

Evelyn Grant 01463 245307

Authority Reporters

Highland	Hazel Marr	01463 245310
City of Aberdeen	Elizabeth Templeton	01224 654114
Aberdeenshire	David Walker	01224 654105
Moray	John Hammond	01343 550015
Orkney Islands	Moyra Gordon	01856 873238
Shetland Islands	Sandy Cluness	01595 692436
Western Isles	Susan Marshall	01851 706317

contacts





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SCOTTISH

CHILDREN'S REPORTER

ADMINISTRATION