

**Lothian & Borders Community Justice Authority**

**Annual Accounts for financial year 2015/16**


This statement is given in response to the financial statements of the Lothian & Borders Community Justice Authority (CJA) for the year ended 31 March 2016. As Accountable Officer, the Chief Officer of the CJA is responsible for:

- ensuring that the internal financial controls applied by the CJA conform to the requirements of regularity, propriety and good financial management;
- Service Level Agreements will be in place with organisations that are providing services for the CJA including constituent local authorities;
- securing Best Value which includes the concepts of good corporate governance, performance management and continuous improvement.

Please complete the information requested below for audit. Also attached for completion is Annex A that requests information on expenditure incurred in each service area on staff and other costs including overheads. Also attached is Annex B that requests a breakdown of the costs similar to the quarterly returns that are completed for grant purposes.

Grant	CJA	Local Authority	Grant received £	Grant Expenditure £
Section 27	Lothian & Borders	City of Edinburgh	9,266,405	9,266,405
		East Lothian	1,210,323	1,213,192
		Midlothian	908,467	906,605
		West Lothian	2,436,853	2,457,661
		Scottish Borders	1,148,207	1,148,207
Total			14,970,255	14,992,070

Grant	CJA	£	£
Admin	Lothian & Borders	217,950	212,857

Signed   
\_\_\_\_\_  
Acting Executive Director of  
Resources

Signed   
\_\_\_\_\_  
Chief Officer

Date 4.10.16

Date 20.9.16

**Note:** A copy of the completed forms should be returned to Jesse Daniel, Scottish Government Justice Department, Community Justice Division, GWR, St Andrew's House, Regent Road, EDINBURGH EH1 3DG ([Jesse.Daniel@gov.scot](mailto:Jesse.Daniel@gov.scot)) as soon as possible after the financial year end and before 30 September 2016.

**Criminal Justice Social Work Services**  
**Lothian & Borders CJA Annual Financial Statement 2015/16**

Service	Allocation 2015/16	Staff costs	Other costs	Overheads	Total
<b>Core</b>					
Community Payback Order	£4,422,331	£3,869,743	£543,127	£298,874	4,711,744
Criminal Justice Social Work Reports	£1,704,410	£1,570,487	£135,301	£117,824	1,823,611
Throughcare	£1,159,268	£1,325,966	-£58,010	£86,601	1,354,557
Home Detention Curfew	£40,684	£57,171	£6,529	£4,341	68,042
Diversion	£492,518	£159,333	£12,643	£13,351	185,327
Bail	£408,455	£99,850	£5,155	£7,580	112,585
Court Services	£426,084	£402,238	£29,178	£28,741	460,158
DTTO	£1,799,337	£1,201,743	£544,194	£91,161	1,837,097
<b>Total Core Services</b>	<b>£10,463,087</b>	<b>£8,686,531</b>	<b>£1,218,117</b>	<b>£648,474</b>	<b>£10,553,122</b>
<b>Non Core</b>					
<b>Centrally Initiated Funding</b>					
Arrest Referral	£389,542	£0	£10,000	£0	10,000
Caledonian Programme	£549,069	£535,769	£58,992	£42,504	637,266
Constructs	£145,150	£133,075	£8,303	£15,027	156,405
CSOGP	£350,000	£322,543	-£11,336	£24,380	335,587
Delivery of the National Training Programme	£60,000	£58,905	£5,400	£5,136	69,441
DTTO II	£619,712	£314,223	£202,791	£41,322	558,335
Fiscal Work Orders	£62,500	£29,386	£1,657	£2,481	33,523
MAPP	£262,822	£132,570	£113,890	£20,207	266,667
<b>Total Centrally Initiated Funding</b>	<b>£2,438,795</b>	<b>£1,528,471</b>	<b>£388,686</b>	<b>£151,057</b>	<b>£2,067,224</b>
<b>Non-Centrally Initiated Funding</b>					
Employment Training	£1,816,810	£1,086,704	£832,038	£141,549	£2,060,291
Intensive Probation Project	£109,964	£15,672	£68,337	£6,721	90,730
Edinburgh Probation Project	£254,233	£48,716	£3,176	£4,962	56,854
Edinburgh Probation Project	£102,320	£0	£0	£0	0
Mediation and Reparation	£115,365	£703	£4,042	£380	5,124
Pathway Link Centre	£253,000	£33,442	£192,358	£18,064	243,865
Substance Related Offending	£215,604	£27,872	£10,981	£2,230	41,083
Supported Accommodation	£766,324	£743,849	£73,103	£65,261	882,214
Edinburgh Payback Project	£0	£162,325	£21,633	£14,694	198,652
Offender Recovery Service	£0	£54,126	£326,481	£29,237	409,843
Women's Service	£0	£0	£23,000	£0	23,000
Rural skills	£0	£0	£8,000	£0	8,000
Intensive Support Package	£0	£0	£100,927	£0	100,927
<b>Total Non-Core Services</b>	<b>£4,255,806</b>	<b>£2,513,175</b>	<b>£1,221,734</b>	<b>£292,806</b>	<b>£4,127,516</b>
<b>Women's Justice Centre Funding</b>	<b>£154,000</b>	<b>£179,106</b>	<b>£29,111</b>	<b>£0</b>	<b>208,217</b>
<b>Additional Funding for Women Offenders</b>	<b>£107,563</b>	<b>£41,984</b>	<b>£59,750</b>	<b>£1,481</b>	<b>103,215</b>
<b>Overall Total</b>	<b>£14,870,255</b>	<b>£11,520,797</b>	<b>£2,528,712</b>	<b>£942,560</b>	<b>£14,992,069</b>

**CERTIFICATION**

I certify that the amounts shown have been spent on the above services in the financial year.  
 Further information may be obtained from Craig Fraser

Signed  Chief Officer

**Important Note:**

Completed Forms should be returned to Jesse Daniel, Scottish Government Justice Department, Community Justice Division, St. Andrews House, Regent Road, Edinburgh EH1 3DG [Jesse.Daniel@gov.scot](mailto:Jesse.Daniel@gov.scot) as soon after the end of the financial year as possible and no later than 30 September 2016.

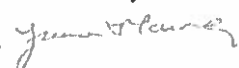
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Description	Approved Budget 2015/16	Staff Costs	Other Costs	Total Spend 2015/16
<b>Employee Costs</b>				
Basic Salary Costs	119,900.00	£115,437.21		£115,437.21
Superannuation	18,000.00	£19,548.18		£19,548.18
NI	9,200.00	£8,982.46		£8,982.46
Allowances/Travel	11,000.00	£1,787.11		£1,787.11
Members Allowance	0.00			£0.00
<b>Property Costs</b>				
Rent	5,500.00		£5,500.00	£5,500.00
<b>Supplies &amp; Services</b>				£0.00
Computer Equipment	600.00		£799.71	£799.71
Computer Lease	0.00		£0.00	£0.00
Furniture	0.00		£0.00	£0.00
Publications	1,000.00		£256.56	£256.56
Other Supplies & Services	10,950.00		£8,796.00	£8,796.00
Catering				£0.00
<b>Administration Costs</b>				£0.00
Printing and Stationery	1,000.00		£629.58	£629.58
Telephones/Calls	1,000.00		£734.86	£734.86
Advertising - Recruitment	0.00		£0.00	£0.00
Postage	500.00		-£207.64	£207.64
Insurance	2,500.00		£2,603.59	£2,603.59
Other Admin Costs	5,700.00		£2,110.60	£2,110.60
Conferences	7,000.00		£9,065.08	£9,065.08
Training	6,000.00		£7,231.00	£7,231.00
<b>Other Agencies, Bodies</b>				£0.00
Payments to Other Bodies	10,680.00		£22,690.00	£22,690.00
Other Local Authorities	0.00		£0.00	£0.00
Consultants General	6,100.00		£5,491.60	£5,491.60
<b>Miscellaneous</b>	1,200.00		£1,401.00	£1,401.00
<b>GROSS EXPENDITURE</b>	<b>217,830.00</b>	<b>£145,754.86</b>	<b>£67,101.94</b>	<b>£212,856.90</b>

Budget Allocation £217,950.00

## CERTIFICATION

I certify that the amounts shown have been spent on the above services in the financial year.  
Further information may be obtained from Erica Guiney

Signed:  Chief Officer

08 June 2016

## Important Note:

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