

Governance Arrangements

Quarterly SLA Review Group

5.1 On a quarterly basis both parties will meet to review and discuss progress against the agreed programmes of work. This meeting will be an opportunity for both parties to raise issues about the content or management of the SLA, and also to develop and discuss progress against agreed programmes of work. The terms of reference for this meeting are as follows:

SLA review meetings focussing on SLA issues:

- Act as a forum to discuss and review ongoing programmes of work;
- Identify areas for consideration as part of the annual review;
- Act as a forum for reviewing the management of the SLA;
- Act as a forum for new pieces of work to be proposed and agreed;
- Receive and consider the HMIP quarterly verbal report, covering progress against all ongoing pieces of work.

SLA review meetings focussing on practice issues:

- Share information about the operation of the estate;
- Share information about the youth justice system;
- Highlight issues that arise from inspections;
- Plan and coordinate taking forward any recommendations.

5.2 Membership of the Quarterly SLA Review Group will be:

Youth Justice Board	HM Inspectorate of Prisons
Head of Performance Management team	Lead Inspector – Children in Custody
Assistant Performance Manager	Head of Research and Development

Other personnel from both organisations will be invited as the agenda requires

Annual review

5.3 On an annual basis both parties will meet to review the operation of the SLA and the work completed in the previous year. The review will be informed by summarising progress as discussed during the quarterly SLA review meetings and also setting out any issues and/or learning points from the year's work overall.

- 5.4 The review will be used to inform the development of next year's work programme, as well as to identify and address any difficulties or barriers to delivery identified.

Escalation and Disputes

- 5.5 Where issues cannot be resolved through the Governance arrangements above, the following escalation process should be followed. The aim will be to resolve any disputes at the lowest possible level.

