

This leaflet has been produced by Social Work Service so you, as a service user, know about our services.

We want to improve access to our services and will do our best to make sure you have a convenient access point.

Your views on our services matter.

If you have any suggestions on how we could improve our services, please get in touch and we will do our best to listen to your comments.

## Cause for Complaint?

*If you are unhappy about the service you receive you have a right to complain. Social Work Services has a comprehensive complaints procedure which is described in a leaflet available from the member of staff you have contact with*



**Falkirk Council**

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# Community Payback

## Information For Beneficiaries



Breaking the cycle of re-offending

Tel 01324 506464

## What is Community Payback Supervision

The Court can impose a Community Payback Order with 9 requirements, one of which is to undertake unpaid work or unpaid work and other activity in the community. There are two types of placement used.

A group placement which is comprised of a group of 5 individuals subject to court orders and which is supervised by paid council supervisor who is responsible for the conduct of the group and overseeing the task.

The other type of work undertaken is a placement whereby an individual may be placed in an agency to provide additional help e.g. day centre, charity shop etc.

All individuals placed on a Community Payback Order will have been risk assessed and all placements will be made bearing in mind risks posed and the safety of the community. The labour is provided free, but any materials required are invoiced to the beneficiary



Breaking the Cycle of  
Re-offending

## PROJECT GUIDELINES

Certain criteria must be met when a project requiring a group to carry out the work is referred:

That the work will benefit local communities/charity groups and the work to be undertaken cannot be work that takes away paid employment.

The following criteria applies to work to be carried out for the benefit of individuals in the community who:

- Do not have funds to pay for the work
- Who have no family/friends to undertake the work and are unable to undertake the work themselves

The work carried out is not undertaken on a maintenance basis.

Projects can be undertaken in any location in the Falkirk area although toilet and hand washing facilities require to be provided on site, or nearby.

## SMALL SCALE PROJECTS

An example of some of the projects Community Payback Orders can undertake:

- Individual's/Community Gardens
- Pathlaying
- Fencing
- Removals
- Ground Preparation

## LARGE SCALE PROJECTS

- Creating greensafe play areas in schools
- Create sensory areas in residential establishments/day centres for those with sensory deprivations
- Create/renovate skate park
- Plant bulbs/shrubs
- Establish a Victorian garden in a public park

## COUNTING LABOUR FOR GRANT APPLICATIONS

This usually pertains to larger projects

Previous projects have determined how many man hours it would take for a particular task and this has been costed at the minimum wage and price matched by granting bodies.

Additionally, it may be possible to apply for grants under the proceeds of crime procedures

## OBTAINING ITEMS FROM OUR WORKSHOP

We have a woodwork shop and a craft group on site at Brockville and orders can be taken for items made to your specification. In the woodwork shop, garden furniture is made and in the craft group, knitted items are made and can be sold on through church fayres etc with 80% of the takings given to the host organisation and 20% used by Criminal Justice Social Work to provide fund materials for charity groups. Anyone wishing to make a purchase can contact Brockville to make an appointment to meet with the supervisor to discuss requirements. Items made can also be delivered.

## INSURANCE

Insurance liability for large scale projects:

The Council hold the following insurance which covers those carrying out unpaid work.

- Public/Products Liability
- Employers Liability
- Officials Indemnity
- Professional Indemnity

Where individual are placed in personal placements, the agency will be required to confirm and evidence their insurance to ensure that it covers those placed there to carry out tasks.