

CORE DEFINITIONS

Youth Key Indicator Report (YKIR)

**To enquire about the enclosed concepts or definitions please contact the
YKIR survey staff at (613) 951-6620.**

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Canadian Centre for Justice Statistics
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INTRODUCTION

This document is intended to assist aggregate data respondents in completing the standard data tables for the Youth Key Indicator Report (YKIR).

The development of National Data Requirements for any survey is vital to establishing a uniform set of concepts that are comparable across jurisdictions as well as over time. The application of uniform definitions and maintenance of comparable data is part of the mandate of the National Justice Statistics Initiative.

Survey respondents providing aggregate data should inform the YKIR survey staff if they are unable to apply the core definitions to specific concepts (e.g., average counts) and to what extent their data differ from the core definitions. Highlighting these variances will allow the survey to notify data users if such differences exist, and will help to facilitate the development and application of uniform definitions as the survey evolves.

SURVEY POPULATION

In general, the objective of the Youth Key-indicator survey is to produce an unduplicated count of the number of young persons in custody as well as a count of the number of young persons actively supervised in community corrections programs.

Note: If your jurisdiction is unable to produce counts according to the rules that follow, please indicate how your counts deviate from them.

CUSTODY COUNTS

- The custody count is represented by the **actual-in count**.
 - *Includes* all young persons inside the custody facility at the time the count is taken.
 - *Includes* all young persons who are in custody and who are also under community supervision at the time the count is taken.
 - *Excludes* young persons who are on-register, but not actually in a custody facility at the time of the count (e.g., Unlawfully At Large, in hospital, etc.).
 - *Legal Status* counted is represented by the legal status at the time the count is taken rather than the time of admission.
 - *Multiple status* young persons. In the event the young person has more than one status he/she should be counted as follows:
 - Count as **sentenced** any young person who is serving a sentence combined with *any* other status.
 - Count as **pre-trial detention** any young person who is on pre-trial detention combined with any other temporary detention such as Provincial Director Remand.
- The Y-KIR survey collects *average* actual-in count data for each month, which should be derived from the daily midnight counts. The Monthly average actual in count should be calculated as follows:
 - Total all of the counts for the month divided by the number of days in the month. In order to report an average daily count for the year from the

monthly average data, The CCJS takes the sum of each monthly average count and divides by the number of months (12).

- In situations where a jurisdiction is able to only produce an average daily count for the year, total all of the midnight counts for the year and divide by the number of days in the year.

- If daily counts are not available for each day in the year, use the most frequent time interval available. For example, if average counts are only available for Monday to Friday, this would produce 260 time points and the sum of daily counts would be divided by 260.

COMMUNITY COUNTS

- The community count is represented by the **active community supervision count** for each program.
 - Young persons actively supervised in more than one community program, are counted once for each program.
 - Excluded are young persons who are in custody at the time of the count.
 - Excluded are young persons who are under a supervision order, but for any one of a number of reasons are not actively supervised, (e.g., transfer of supervision, Unlawfully At Large, administrative termination).
- The Y-KIR survey collects month-end counts of persons in each program. To produce an annual figure, the CCJS calculates the month-end average count for the year.
 - The month-end count is a point in time count, usually taken on or about the last calendar day of the month. The CCJS uses month-end counts to maintain continuity with traditional methods of counting the community caseload, which was usually done at month-end.
 - Please indicate if your jurisdiction uses a different method of counting, such as average daily count.

CORE DEFINITIONS

Actual-in counts: All young persons held in custody under *sentence*, on *pre-trial detention*, *provincial director remand*, and or who are otherwise legally required to be at a custody facility and who are present at the time the count is taken.

Average Daily Counts: The average number of persons supervised under a specified program over

Age: Refers to the age of the young person at the time of the count.

Custody/Community Portion of a Custody Sentence:

Custody Portion: The custody portion of a custody sentence refers to the portion of the custody and supervision sentence which is served in custody.

Community Portion of a Custody Sentence: Under the YCJA, all youth custody and supervision sentences require a period of custody and community supervision as part of the sentence. The community portion of a custody sentence refers to the portion of the custody and supervision sentence which is served in the community.

Monthly average daily count calculation: The data for monthly average daily counts are calculated by dividing the total days stay (or total "bed" days) for all correctional institutions within the jurisdiction by the number of days in the month.

Month-end probation count: Data are an indication of the active supervised probation caseload.

Open custody: A facility is considered "open" when there is minimal use of security devices or perimeter security. The extent to which facilities are "open" varies across jurisdictions. Open custody facilities include community residential centres, group homes, childcare institutions, forest or wilderness camps etc.

Pre-trial Detention: To hold a young person temporarily in custody, while awaiting trial or sentencing.

Provincial Director Remand: To hold a young person in custody following the breach of community supervision conditions pursuant to a warrant issued by the Provincial Director.

Reporting Period: The reference time period during which a youth must be active in order to be extracted for YKIR purposes. The Youth Key Indicator Report gathers annual data collected on a quarterly basis (April – June, July – September, October – December and January – March). A young person is active if he/she is under the supervision of the Provincial/Territorial Director of youth corrections (e.g., serving a disposition).

Secure Custody: A facility is considered "secure" when young persons are detained by security devices, including those facilities which operate with full perimeter security features and/or where young persons are under constant observation. The extent to which facilities are "secure" varies across jurisdictions.

Sentenced counts: Includes all young persons in custody under a sentence Warrant of Committal, as well as those persons who have been sentenced on one charge but who are awaiting the completion of court hearings on another charge. Also includes young persons who have completed a custodial sentence and have been returned to custody following a breach of conditions.

Supervised probation: Includes all young persons who must, as a condition of a probation order "report to and be under the supervision of a probation officer or other person designated by the court". Unsupervised probation orders are excluded.

Young Person (YCJA)/Young Offender (YOA): A person who is twelve years of age or older, but less than eighteen years of age, at the time of committing an offence.