Sussex Restorative Justice Partnership

Sussex Police & Crime Commissioner

# Sussex Restorative Justice Partnership: Outside of Sussex Referrals Process

**RJ Referral form completed and crime is identified as occurring outside of Sussex.**

Is the Offender Manager based in Sussex?

- YES → **Send the referral to the RJ hub local to the Offender Manager.**
- NO / Not known → Do any of the harmed parties reside in Sussex?
  - YES → **Send the referral to the RJ hub local to the harmed parties.**
  - NO / Not known → **Send the referral to the RJ hub local to the wrongdoer.**

**RJ hub record details on the Divisional RJ Spreadsheet. RJ hub conduct Niche & PNC checks, updating the referral form with any additional information & referral shared with other partners if relevant within 10 working days of receipt of the referral.**

If checks show that the offender has committed offences within or very near to Sussex, consideration will be given to taking these forward as per usual Sussex processes.

Is the offence location / harmed parties address London?

- YES → **RJ hub sends the referral to CALM.**
  - Case is closed to the RJ Partnership.
  - CALM to liaise directly with the referring agency for any further information.
  - CALM will accept up to 12 cases per year.
- NO → **Case is sent back to the Referrer explaining we are unable to take the case forward due to it being outside of our area.**

  The referrer may wish to contact services local to where the offence took place to see if another RJ service is able to progress the case.

**KEY**

Referrer Actions

Hub Actions