



## Surrey Criminal Justice Partnership Meeting Minutes

09:30 – 10:30hrs, Wednesday 18<sup>th</sup> December 2019  
Surrey Police HQ, Schofield Room, Guildford GU3 1HG

### Attendees:

David Munro	Surrey Police and Crime Commissioner ( <b>Chair Person</b> )	DM
Frank Ferguson	CCP CPS South East ( <b>Vice Chair Person</b> )	FF
HH Judge Black	Judiciary	HHJB
Jenny Offord	CPS	JO
Lisa Herrington	Office of the Surrey Police and Crime Commissioner	LH
Dave Manning	HM Courts & Tribunals Service	Dma
Chris Dangerfield	HM Courts & Tribunals Service	CDan
Richard Gregg	HM Courts & Tribunals Service	RG
Alison Barlow	Surrey Police	AB
Clive Davies	Surrey Police	CD
John Davies	Surrey Police	JD
Sailesh Limbachia	Surrey Police	SL
Rob Harris	Surrey Police	RH
Damon Wilson	Surrey Police	DW
David Smith	Frame Solicitors	DS
Manjinder Purewal	KSS Community Rehabilitation Company	MP
Michael O'Connor	Surrey County Council - YOS	MO
Jo Last	Citizens Advice – Witness Service	JL
Bruce Tippen	SSCJP Business Manager	BT
Lindsey Parris	SSCJP	LP

### Observing

Gareth Morgan	CPS	GM
Claire Gill	Sussex Police	CG

### Apologies received from:

<i>Robin Brennan</i>	<i>HM Prison and Probation Service</i>	<i>RB</i>
<i>Sam Goolding</i>	<i>Surrey Police</i>	<i>SG</i>
<i>Claire Mullarkey</i>	<i>HMCTS</i>	<i>CM</i>
<i>Sally Varah</i>	<i>Deputy Lord Lieutenant – Surrey</i>	<i>SV</i>
<i>Susan Howard</i>	<i>HM Prison and Probation Service</i>	<i>SH</i>
<i>Joanna Brennan</i>	<i>Youth Justice Board</i>	<i>JB</i>
<i>Susanne Jarman</i>	<i>Citizens Advice – Witness Service</i>	<i>SJ</i>
<i>Rob McCauley</i>	<i>Legal Aid Agency</i>	<i>RM</i>
<i>Bridget Biddell</i>	<i>Surrey High Sheriff</i>	<i>BB</i>

### Absent:

Wendy Penfold	Public Health England	WP
Ian Whiteside	HMP Bronzefield	IW
Vicky Robinson	HMP Bronzefield	VR
Alison Fowler	NHS England	AF

## 1. Welcome, Apologies and Declarations – David Munro

DM welcomed members to the SCJP meeting and extended a warm welcome to His Honour Judge Black who was attending on behalf of Resident Judge Fraser.

## Declarations of Interest:

None received

### 2. Minutes and Rolling Action Log from previous meeting 11<sup>th</sup> September 2019

The minutes of the previous SCJP meeting were agreed as an accurate record.

The Action Log (separate document) was discussed and updated.

**Matters arising:** HM Inspection of IOM – Surrey Headline Feedback summary provided by BT - a number of strengths highlighted and improvement work recommended. Findings will be reviewed and dealt with through the Surrey Reducing Re-Offending Group. A copy of the IOM Inspection Headlines attached with minutes.

### 3. Election/Re-election of Chair Person

BT reported DM has offered to continue as Chair Person of the SCJP having completed three years leading the partnership. BT thanked DM who noted that the Police and Crime Commissioner elections are due in May 2020. With no further nominations or expressions of interest DM was re-elected as Chair Person of the SCJP with full support from the Board.

**Decision: DM re-elected as Chair Person of the SCJP.**

### 4. Releases from Prison on Fridays – draft letter to MoJ

Members considered the draft letter from SCJP to Ministry of Justice seeking changes to Friday releases from prisons. BT reported there would be a requirement for a legislative change in order to release all prisoners between Monday and Thursday. This would help to ensure those who are released from prison will be have more time and opportunity to attend mandatory meetings, appointments with the local authority to secure accommodation, Jobcentre for benefits claims and employment, registering with a GP and accessing any mental health, substance misuse and any other relevant services.

MP noted that Christmas, New Year, Easter and other Bank Holiday dates would also need to be taken into consideration.

**Decision: Members endorsed the letter to MoJ once amendments from MP had been included.**

### 5. Surrey YOS – Progress update following Inspection

MO reported following the recent HMIP Inspection Surrey YOS had identified 5 improvement work streams.

#### Leadership and Governance

Reassured via audit management oversight and review that all children are safe.

Surrey YOS cohort is now better understood informing service provision and delivery.

An independent Chair of the YOS Board has been appointed – John Drew

YOS Board membership reviewed and new members invited including Director of Education.

New Quality and Performance sub group and Board forward plan established.

Early development of a Youth YOS Management Board have begun with the User Voice and participation team in Surrey.

Internal service delivery improvement plan has been developed to improve day-to-day operational practice.

MO confirmed the Youth Justice Board is the government body that oversees the youth justice system to prevent children and young people under 18 from offending or re-offending and confirmed Police colleagues are standing members of the YOS Management Board. MO is seeking representation from HMCTS. The priority is to review all those known to YOS and ensure that appropriate plans are in place. The Youth Justice cohort needs to be clearly identifiable within the broader Children's Services.

#### Data, Performance and Information

Recruitment underway for a Performance Manager.

Quality and Performance Group operational and will drive the work on behalf of the YOS Management Board.

Performance reporting/local data set being developed.

Development of an enhanced audit framework and ad hoc audits within the HMIP ASPIRE framework.

Review of Thematic risk audit underway. FF reported he would like be kept updated on progress.

MO reported progress would will be monitored via the Surrey Reducing Re-Offending Group. New Youth Offending profile is being developed in partnership with Surrey Police.

#### Review and Refresh of Out of Court Disposals

Immediate changes to ensure children within the O OCD cohort are safe.

Interim guidance in place to ensure children do not receive multiple Youth Restorative Interventions/diversions.

New chairing arrangements have ensured a tighter grip and understanding of process and cohort. AB noted that police are leading on O OCD.

Co-location of Joint Decision Making Panel (JDMP) within CSPA office to support multi-agency decision making.

Criminal Justice Liaison and Diversion Service (CJLDS) a permanent member of the JDMP to ensure health input.

All assessment and casework is being held by YOS/TYS staff.

All Youth Cautions and Youth Conditional Cautions require asset plus.

A Youth Restorative Intervention requires an Early Help Assessment and Youth Justice “bolt on” has been established.

A new O OCD process has been agreed to remove “Deferred Prosecution” and align to Trauma Informed/Constructive Resettlement and identify shift evidence base.

Improved partnership working with CJLDS and development of improved diversion pathway in custody.

MO reported Superintendent Clive Davies has provided input and agreed with the review and refresh of O OCD’s.

DS asked how Youth’s Released under Investigation are being dealt with.

MO reported YOS do not pick up youth’s until they are in the criminal justice system so it is important the police use professional judgment to fill out SCARF forms accurately and consider how YOS could intervene at an earlier stage.

#### Partnership and Pathways

Working with health colleagues to understand the needs of the YOS cohort and pathways.

Develop YOS, Police functions – Risk Management, O OCD’s and bespoke interventions.

Co-location of wider partnership staff - YOS, Police, CAMHS, CJLDS. Moving back to a co-located model at The Quadrant, Woking.

MO highlighted that one important aspect is that police provide facts and observations as part of the information transfer to YOS. To help with this YOS have a YJ worker based in police custody with the aim of moving interventions up-stream.

A joint partner decision making panel has been established led by a Police Inspector.

Youth cautions must have asset+ assessments.

#### Staffing and Skills

All Youth Justice Staff will undertake a skills audit.

The new staffing and skills training plan will take on the findings from the audit-essential core and professional development plan.

Asset Plus training.

Bespoke Youth Justice training across partnerships and quadrants.

DM asked if Surrey YOS have a full establishment of staff.

MO reported Surrey YOS are close to full establishment within Targeted Youth Support but there remains a few difficulties within Safeguarding Adolescent Team. YOS need to improve the resource for overnight custody remands at Staines.

AB asked when HMIP are coming back for a re-inspection.

MO reported HMIP came back for a monitoring visit in November 2019 and were happy with progress. A Peer review is expected in the summer and HMIP will return towards the end of 2020.

DM asked if Surrey YOS have all the help they need to implement all the necessary changes.

MO reported there are currently no opposition or challenges of note.

DM asked Surrey YOS to remain focussed and requested an update on progress following the Peer review in the summer.

**Action: MO to provide a Surrey YOS update following the Peer review – 6 months-time.**

## 6. Checkpoint

CD reported Surrey Checkpoint is a deferred prosecution scheme which aims to reduce the number of victims of crime by reducing re-offending. It offers eligible offenders the opportunity to engage in the scheme rather than a formal outcome. The scheme does not include:

- DA Offences including harassment (except for women)
- Hate Crime
- Indictable only offences
- Motoring offences
- Breach of the peace, immigration offences and bail offences

Eligibility is determined on the disposal offence and not the arrested offence.

### Progress to date:

Since rollout in January 2019

- 152 cases have been completed
- 101 cases ongoing
- 69 cases returned to OIC for non-engagement – Figures are high and DW is looking into this matter.
- 40 cases returned as not suitable/ineligible

CD reported knife crime was agreed to be included in the Checkpoint scheme by the Surrey Transformation Justice Board in 2018. Examples of cases included:

- No previous history
- No threats
- Self-harm/vulnerable
- In fear

Cases rejected

- Previous interventions given

Each case is reviewed and authorised by an Inspector. There have been 15 cases so far and 1 case rejected.

CD reported Hate Crime is not yet included within the Checkpoint scheme but it has been considered by the multi-agency Checkpoint Board and the Hate Crime working group for lower-level offending such as:

- Criminal Damage
- Common Assault
- Malicious Comms
- Harassment
- Section 5 Public Order

SL added the Strategic IAG supports the inclusion of Hate Crime for lower level offending but more scoping is still required. It was noted the other police forces such as Avon and Somerset, Lincolnshire and Hampshire have included Hate Crime in their Checkpoint schemes.

The use of proxy trained mentors will be also be included.

FF suggested there would be a public confidence issue with this approach.

HHJB asked if Checkpoint disposals are captured on PNC as it would be useful for the courts to know this.

CD reported Checkpoint disposals are not captured on PNC but they are on PND.

DS felt that during offender interviews there was gap in the officer's knowledge as to whether the offence was suitable for the Checkpoint scheme.

CD reported all officers have been trained for Checkpoint and key messaging continues across the force.

FF reiterated CPS were not in favour of Hate Crime being included in the Checkpoint scheme under any circumstances. FF accepted that the decision rests with the Chief Constable as it would not be unlawful but unwise.

AB confirmed Surrey Police are following the Durham model which has won an award for the Checkpoint scheme.

DW noted the Checkpoint scheme does give the victim a voice.

LH suggested more information on the interventions and outcomes are required.

DM suggested perhaps a firmer steer from government is required before proceeding.

## **7. Performance Overview**

BT reported Magistrates Courts timeliness from offence to completion has remained poorer than national averages but quarter 1 has showed improvement. Timeliness through Crown Court has continued to improve overall and is in line with national averages. Recent TSJ data shows encouraging signs for Surrey.

BT added timely justice is part of the Core Performance Group action plan.

DS confirmed the previous issue he raised regarding the overloading of cases through the Magistrates Court has improved significantly since HMCTS introduced their revised court schedules in October 2019.

## **8. AOB**

None

### **Close – David Munro**

DM thanked members for their time and input to the meeting.

### **Next Meeting:**

Wednesday 4th March 2020 – Sackville House, Lewes BN7 2FZ