

Surrey and Sussex Criminal Justice Partnership Meeting Minutes – Collaborative Session

10:10 -12:50hrs, Wednesday 6th September 2017
Sackville House - Lewes

1. Welcome and Apologies – Katy Bourne

Katy Bourne (Host Chairman)	Sussex Police and Crime Commissioner	KB
David Munro	Surrey Police and Crime Commissioner	DM
Jaswant Narwal	Chief Crown Prosecutor – CPS	JN
Mark Streater	Office of the Sussex Police and Crime Commissioner	MSt
Lisa Herrington	Office of the Surrey Police and Crime Commissioner	LH
Nev Kemp	Surrey Police	NK
Lynette Shanks	Surrey Police	LS
Claire Gunney	Surrey Police	CG
Tim Shaw	Surrey Police	TS
Fiona MacPherson	Sussex Police	FM
Jayne Dando	Sussex Police	JD
Lisa Ramsarran	CPS	LR
Debbie Cropanese	HM Courts & Tribunals Service – Head of Crime	DC
Dave Manning	HM Courts & Tribunals Service	Dma
Emily King	West Sussex County Council	EK
Peter Castleton	Brighton and Hove City Council	PC
Paul Woods	HM Prison and Probation Service	PW
Andrea Saunders	HM Prison and Probation Service	AS
Rob McCauley	Legal Aid Agency	RM
Mike Blower	Surrey County Council	MB
Becky Smith	Victim Support	BS
Sadie Hanif	Victim Support	SH
Wendy Tattersall	Public Health England	WT
Heather Ryder	Surrey County Council	HR
Bruce Tippen	SSCJP Business Manager	BT
Lindsey Parris	SSCJP	LP

Apologies received from:

<i>Alison Bolton</i>	<i>Office of the Surrey Police and Crime Commissioner</i>	<i>AB</i>
<i>Nick Pascoe</i>	<i>HM Prison and Probation Service</i>	<i>NP</i>
<i>Tania Riedel</i>	<i>Sussex YOT's</i>	<i>TR</i>
<i>Suki Binning</i>	<i>Seetec Group – Kent, Surrey Sussex CRC</i>	<i>SBi</i>
<i>Maralyn Smith</i>	<i>Victim Support</i>	<i>MS</i>
<i>Susanne Jarman</i>	<i>Citizens Advice – Witness Service</i>	<i>SJ</i>
<i>Ben Byrne</i>	<i>Surrey County Council</i>	<i>BB</i>
<i>Ian Whiteside</i>	<i>HMP Bronzefield</i>	<i>IW</i>
<i>Rodney Warren</i>	<i>Warrens Solicitors</i>	<i>RW</i>
<i>Justine Armstrong-Smith</i>	<i>East Sussex County Council</i>	<i>JAS</i>
<i>Samantha Allen</i>	<i>Sussex Partnership NHS Foundation Trust</i>	<i>SA</i>
<i>Rebecca Hills</i>	<i>Sussex Partnership NHS Foundation Trust</i>	<i>RH</i>
<i>Sally Varah</i>	<i>Deputy Lord Lieutenant – Surrey</i>	<i>SV</i>
<i>Laurence Taylor</i>	<i>Sussex Police</i>	<i>LT</i>
<i>Jane Macdougall</i>	<i>WMC Legal LLP</i>	<i>JM</i>
<i>Jason Tingley</i>	<i>Sussex Police</i>	<i>JT</i>
<i>Nicky Croft</i>	<i>NHS England</i>	<i>NC</i>

KB welcomed members to the collaborative session and asked if there were any declarations of interest.

None received

2. Minutes and Rolling Action Log from previous meeting 6th June 2017

The minutes from the previous collaborative meeting were agreed as an accurate record. The Action Log (separate document) was discussed and updated.

3. Reducing Re-Offending

Women's Justice Interventions (Sussex)

JD reported the government awarded funding to develop a multi-agency approach to address the complex needs of often the most vulnerable and disadvantaged women in society. Sam Sanderson from KSS CRC has been appointed as Project Manager for the WJI Project. The aim of the project is to use existing resources more efficiently, avoiding gaps or duplication in service provision and supporting women to access services successfully so they can turn their lives around. There will be three core areas of focus:

- Point of arrest
- Post charge
- Post release

The next steps are:

- Profiling of current women in the CJS
- Researching demands and current practices
- Gap analysis
- Setting up steering groups and action learning sets with key partners

JD added the first action learning set had taken place in Horsham in August 2017. It was a very successful event, key touch points were identified and the next ALS is due to take place in November 2017. Project Manager Sam Sanderson will take this work forward.

JD reported a more detailed update would be provided at the next meeting.

WT reported PHE work within the prison setting and there are already a set of standards for women in prison. WT added she was very happy to support this piece of work and she would like to liaise with Project Manager - Sam Sanderson.

Action: LP to send WT contact details of WJI Project Manager – Sam Sanderson.

JN requested that the code and policy for charging is still applied where appropriate.

Prison Reform Trust/MoJ Visit (Surrey)

LH reported the Surrey Women's Justice Intervention (WJI) was highlighted as good practice in the Prison Reform Trust (PRT) paper "Fair Cop". The PRT wrote to both the PCC and the leader of the council to offer a meeting to identify where the PRT might usefully support Surrey's transformational work particularly around opportunities to make the WJI more sustainable. A meeting was held on 24th July where a discussion took place where it was revealed that the only costs for the WJI that weren't absorbed by Surrey Police or Surrey County Council were the Women's Centre costs at just under 100K per annum. The PCC provided a grant of 50K for 2017/18 which was matched by the MOJ. The bid to the MOJ however, had been for three years funding but only one year was agreed. This has thrown the project into uncertainty and other funding streams will need to be explored over the coming months.

LH added the PFT suggested some options such as the Police Transformation Fund, the Big Lottery and Social Impact Bonds. They also suggested that Surrey invites Dr Philip Lee, Parliamentary under Secretary of State for Youth Justice, Victims, Female Offenders and Offender Health at the Ministry of Justice to visit our initiative and see first-hand the impact it is having in helping women turn their lives around. The issue of savings in the criminal justice system being retained locally is an issue to be raised during any potential visit.

A further update will be provided at the next meeting.

Reducing Re-Offending Strategy (Surrey)

DM reported the Reducing Re-Offending Strategy had been submitted to members as an information item. DM added he would welcome any comments and feedback.

MSt reported the Office of the Sussex PCC had already responded back to the Surrey PCC.

BT reported he welcomed the strategy and noted that some of the Priorities for 2017/18 mentioned within the strategy were already being looked at by the Joint Reducing Re-Offending Group. BT added the strategy would provide focus as there is no longer a Community Safety Partnership Reducing Re-Offending Board in Surrey.

LH suggested the oversight of the Reducing Re-Offending Strategy should be through the SSCJP and delivered by the Joint Reducing Re-Offending Group. JD noted this aspect.

MB asked if the strategy was adult focused.

LH confirmed it was an adult Reducing Re-Offending Strategy.

Action: Members to provide feedback on the Surrey Reducing Re-Offending Strategy

Prisoners released with accommodation and GP

BT referred to his report and invited the SSCJP to consider the 2 recommendations to be included as key performance indicators.

- Number of prisoners released into Surrey and Sussex who have accommodation (core data from CRC shown as %)
- Number of prisoners released into Surrey and Sussex who are GP registered (core data from NHS shown as %)

Agreed.

AS reported NPS can supply data regarding GP registration and the number of prisoners released into Surrey and Sussex with accommodation.

EK reported gathering evidence outlining the number of prisoners released into Surrey and Sussex who have accommodation would be useful for local authorities to review and analyse.

AS reported she and ACC Burton are intending to write to all housing providers as they have recently been withdrawing from MAPPAs and not attending regular meetings.

JD noted housing representatives sit on the Kent Reducing Re-Offending Board.

PC reported Brighton and Hove City Council own their own housing stock and suggested it may be useful to invite a representative from BHCC Housing department to join the Surrey and Sussex Joint Reducing Re-Offending Group.

DM reported he had a sense of a steady picture in terms of accommodation issues and noted there is a lot of good working going on. DM suggested a formal agreement from the SSCJP to drive this work forward. **Agreed.**

Action: BT/AS and ACC Burton to draft a joint letter to all housing providers regarding their dropping attendance from MAPPAs and at key meetings. The letter will be countersigned by both PCC's in their role as Chairman of the LCJB's.

4. Rebalancing Act

WT gave a presentation on the Rebalancing Act.

WT reported the strategic plan is to work with local government, police and crime commissioners, NHS England and clinical commissioning groups to raise awareness about how they can improve the health of offenders as well as help reduce reoffending behaviour

WT noted 17% of the male prison population and 36% of the female prison population is located in the South East and added the Joint Strategic Needs Assessment in local government does not include prisons.

EK suggested the Joint Reducing Re-Offending Group should revisit their current work streams to enable the group to build a picture to take back to the Wellbeing Boards and Clinical Commissioning Groups for their review and comments.

WT reported she would welcome becoming a member of the Joint Reducing Re-Offending Group.

Action: LP to invite WT to future Joint Reducing Re-Offending Group meetings.

JN reported many offenders suffer with mental health issues and she would welcome this piece of work moving forward.

Action: JD to present on the findings of the Rebalancing Act discussions at a future SSCJP meeting.

5. Court Reform

Crime Service Model

DC reported she will be attending a meeting on 7th September where she will be advised on the latest position of the Crime Service Model.

DC confirmed from a South East perspective there will be piloting of Virtual Hearings and Bail and Remands which will be focussed in Sussex and Kent in the first instance. DC added support will be required from partners to develop process and procedures during the pilot phases. Regarding virtual hearings HMCTS will work closely with Police forces to ensure there will be no added pressure for the police during the virtual hearing pilot. DC reported virtual hearings are currently being piloted in Tribunal courts and further information will be shared in due course.

DC reported following a successful pilot in Essex "Digital Markup" went "live" on Monday 4th September 2017. Kent, Surrey and Sussex are towards the back of the rollout schedule currently forecast for December 2017. DC asked partners to support Legal Advisors whilst they get familiar with the new system.

Single Justice work has been tested in London and roll out should be expected within the next 12 months.

Section 28

DC reported there are now Local Implementation Teams chaired by the Resident Judges in Surrey and Sussex. The Judiciary have been asked to assess their readiness for rollout of Section 28. Surrey and Sussex are currently at the back of the roll out schedule currently forecast for June/July 2018. The "go live" date will be a "go live" for the Court - Police investigation is likely to start 3 months prior to any agreed "go live" date.

LS reported Tim Shaw will be the Surrey Police lead for Section 28 and noted considerable police training will be required.

JD reported Sussex Police have also appointed a Section 28 police lead and added there will be joint Surrey and Sussex Police meetings to review progress.

JD/LS expressed concerns around that lack of Section 28 products and materials and the requirement for Police forces to be match fit 3 months prior to "go live" dates.

DC reported there will be a national Section 28 meeting next week where it is hoped products and materials will be released.

DC asked partners to contact her with any concerns and gaps in relation to Section 28 rollout.

Action: Members to contact DC with any concerns and gaps in relation to Section 28 rollout.

DC added she would feedback any information from the National Section 28 meeting to the SCJB Support Team for onward circulation to members.

Action: DC to feedback any information from the National Section 28 meeting to the SCJB Support Team for onward circulation to members.

Remote Video Links

LS reported she understood HMCTS were looking at getting more of the court rooms equipped to accept remote links, however process issues are still being worked on.

DC reported she had submitted a request to HMCTS suggesting all courtrooms should be video enabled.

LR reported a local arrangement has been agreed for witnesses to receive their statement when appearing by remote video link at Guildford Magistrates Court. A 2 month pilot will start in October 2017.

6. Transforming Summary Justice – National Review

JN referred to her paper and reported following the HMCPSi Thematic TSJ Inspection it was found that TSJ is firmly embedded across England and Wales and all of the criminal justice agencies accept the need for it to work and are working together to achieve success. Although there is a high level of commitment, at this stage TSJ cannot yet be viewed as "business as usual". Only limited improvements in performance have been realised since its introduction.

JN reported there is now a proposal for a national refresh of TSJ.

JN requested TSJ remains an SSCJP agenda item until further notice and a TSJ event to be supported and hosted through the SSCJP and to include Kent colleagues.

Action: SCJB Support Team to co-ordinate a TSJ event to include Kent colleagues.

JN reported Domestic Abuse and Youth cases were initially excluded from TSJ but will now be included going forward.

LS reported that the rise in postal requisitions and likelihood of subsequent fail to appear at first hearing cases was foreseen nationally and raised by the National Police lead to the Home Office on behalf of all forces. The CPS and HMCTS were aware of the impact as it was discussed at the Joint Bail Board.

JN reported a new Bail Act assessment report should be available prior to the TSJ event where the findings can be discussed in more detail.

NK suggested once the new Bail Act assessment is available an impact analysis should be carried out and the context behind it.

LH requested a representative from the Surrey DA Management Board is invited to the TSJ workshop.

Action: SCJB Support Team to invite a representative from the Surrey DA Management Board to the TSJ workshop.

NK referred to the recommendation in the report that CPS should review with police local arrangements to provide police support at court and asked what cashable savings would be achieved by having an officer in attendance at an NGAP court.

MSt suggested that Sussex and Surrey Chief Officer opinions should be sought first in respect of this issue with a full understanding of the evidence, benefits and risks of doing this.

7. Funding Issues – Surrey County Council

HR delivered her presentation on Public Health and the Criminal Justice System. HR reported since 2013 Directors of Public Health are responsible for the commissioning of provision of substance misuse services to meet the needs of the local population, including offenders.

In addition they share responsibilities for, and have a direct interest in, addressing health inequalities among people in the community who are in contact with the criminal justice system. As poor health, including mental health, is often interlinked to offending and reoffending behaviour, Directors of Public Health can help contribute to safer communities and reducing reoffending.

Funding streams for criminal justice access to substance misuse are no longer ring fenced and criminal justice partners need to negotiate offender access into mainstream provision.

EK reported West Sussex County Council have gone through a similar review and rebuild of services. WSCC have adopted an integrated model. EK invited HR to contact her for further information.

8. Stalking and Harassment – Joint Inspection

LR reported the purpose of her report was to outline a proposal for discussion at the SSCJP for sponsorship and funding for joint training of Surrey and Sussex Police Officers and CPS South East Area Prosecutors on the investigation and prosecution of Stalking and Harassment Cases.

JN reported the offence of Stalking is not recognised effectively by Police or CPS.

DM/KB agreed with the approach but requested the subject of training should be taken outside the meeting as the funding agencies for any such consideration would be the police and/or the PCCs..

Head of Victim Commissioning Sara Jones joined the meeting and reported a dedicated multi-agency Stalking Group has been set up in Sussex and added specialist training sessions are planned and will be run by Veritas Justice, a Sussex based charity approved by Paladin.

LH reported Laura Richards Founder and Director of Paladin has delivered training to Surrey Police Officers – Superintendent Clinton Blackburn is the Surrey Police Lead for Stalking and Harassment.

JN/LR and Sara Jones to meet and discuss Stalking and Harassment training outside of the meeting.

9. RASSO - Update

TS reported In November 2016, a Detective Inspector was embedded to work within the RASSO Unit based in the CPS office in Brighton. Surrey Police appointed a temporary Detective Inspector to work within the RASSO Unit based in the CPS office in Canterbury in

January 2017. These appointments were temporarily created to quality assure RASSO files prior to their submission and to provide support and guidance to investigation staff managing rape and serious sexual assault investigations.

Now entering the final quarter of 2017, a decision is sought regarding the future requirements of the role and funding if applicable.

DM reported there seemed to be enough evidence to keep the roles separate and it is helping to increase good partnership working. DM added conversations will need to take place outside the meeting.

LR reported with further disclosure updates expected shortly the retention of these roles will help considerably in ensuring disclosure issues are addressed in a timely manner.

MSt asked whether any consideration had been given to merging the Kent and Surrey RLO roles into one as both post holders worked out of Canterbury..

TS reported ACC Burton is lead for Surrey and Sussex Police and this proposal would need to be considered by ACC Burton.

JN reported she would welcome the longer term investment of these roles for Surrey and Sussex to ensure file quality is maintained and asked the SSCJP to consider the recommended Option 2.

Decision: Members agreed option 2 contained within the RASSO report was the preferred option but recognised that this was conditional on the Police and/or PCCs agreeing to fund the roles. Funding issues would be discussed outside the meeting.

Action: TS to prepare a paper for both PCC's and the Chief Officer Group for their consideration regarding ongoing RASSO funding.

JN advised that the RASSO work needs to continue and move ahead to look at sufficient court spaces for RASSO cases and the appropriate number of qualified judges.

10. Out of Court Disposals

LS reported the Surrey Transformation Justice Board will sit on Monday 11th September where a paper will be submitted to recommend a project team is convened to plan the way Surrey Police will deliver Out of Court Disposals along similar principles and structures of Checkpoint – a scheme run by Durham Constabulary. A report will be submitted to the SSCJP once a decision has been agreed by the Surrey Transformation Justice Board.

Action: LS to submit an Out of Court Disposal report once a decision on the way forward has been agreed by the Surrey Transformation Justice Board.

11. Planning Ahead 2018/2020

BT reported the next planning event is scheduled for 6th December 2017. The SSCJP delivery groups have been asked to make recommendations to the Board for their consideration at the planning event. A questionnaire will also be sent to partners seeking their recommendations for priorities and operating model moving forward.

BT added prior to the planning event a meeting will be held with the Chairmen and Vice Chairman of the SSCJP to discuss the format and detail of the event. Further information regarding the planning event will be issued in due course.

BT asked if members would support the invitation for the Minister for Prisons and Probation – Sam Gyimah to speak at our planning event at Guildford.

Action: Office of the Surrey Police and Crime Commissioner to establish if the Minister for Prisons and Probation – Sam Gyimah is able to attend for part of the planning event on 6th December 2017.

12. Partner Updates

None

13. AOB

MSt reported the Home Office had awarded £11m to continue to build on the VEJ project across London and the South East. MSt added ACC Tony Blaker will be the police lead for the project and the Sussex Police and Crime Commissioner Katy Bourne will be the Chairman of the group.

MSt wished to thank the SSCJP for sponsoring the VEJ Project and its continued support.

Close

KB thanked members for their time and input during the meeting.

Planning Event:

Wednesday 6th December 2017 – Surrey Police HQ – Schofield Room