

Surrey Criminal Justice Partnership Meeting Minutes

09:30 – 10:00hrs, Wednesday 5th December 2018
Surrey Police HQ, Schofield Room, Guildford

1. Welcome, Apologies and Declarations – David Munro

David Munro	Surrey Police and Crime Commissioner (Chairman)	DM
Alison Bolton	Office of the Surrey Police and Crime Commissioner	AB
Adele Kelly	Deputy Chief Crown Prosecutor – South East	AK
Paul Stimson	Deputy Chief Crown Prosecutor – South East	PS
Jenny Offord	Crown Prosecution Service	JO
Dave Manning	HM Courts & Tribunals Service	Dma
Clive Davies	Surrey Police	CD
Kelly Partridge	Surrey Police	KP
Manjinder Purewal	KSS CRC	MJ
Bruce Tippen	SSCJP Business Manager	BT
Lindsey Parris	SSCJP	LP

Observing:

<i>Katy Bourne</i>	<i>Sussex Police and Crime Commissioner</i>	<i>KB</i>
<i>Mark Streater</i>	<i>Office of the Sussex Police and Crime Commissioner</i>	<i>MSt</i>
<i>Debbie Birch</i>	<i>Sussex Police</i>	<i>DB</i>

Apologies received from:

<i>Debbie Cropanese</i>	<i>HMCTS</i>	<i>DC</i>
<i>Nev Kemp</i>	<i>Surrey Police</i>	<i>NK</i>
<i>Frank Ferguson</i>	<i>Temporary Chief Crown Prosecutor – South East</i>	<i>FF</i>
<i>Robin Brennan</i>	<i>HM Prison and Probation Service</i>	<i>RB</i>
<i>Sarah Coccia</i>	<i>HM Prison and Probation Service</i>	<i>SC</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>Anne Elgeti</i>	<i>NHS England</i>	<i>AE</i>
<i>Wendy Tattersall</i>	<i>Public Health England</i>	<i>WT</i>
<i>Maralyn Smith</i>	<i>Victim Support</i>	<i>MS</i>
<i>Vicky Robinson</i>	<i>HMP Bronzefield</i>	<i>VR</i>
<i>Rob Harris</i>	<i>Surrey Police</i>	<i>RH</i>
<i>Sam Goolding</i>	<i>Surrey Police</i>	<i>SG</i>
<i>Sally Varah</i>	<i>Deputy Lord Lieutenant – Surrey</i>	<i>SV</i>
<i>Mike Blower</i>	<i>Surrey County Council</i>	<i>MB</i>

DM welcomed members to the SCJP meeting and extended a warm welcome to Adele Kelly and Paul Stimson from the Crown Prosecution Service who were attending on behalf of Temporary Chief Crown Prosecutor – Frank Ferguson and Manjinder Purewal Chief Probation Officer from Kent, Surrey and Sussex Community Rehabilitation Company who was attending her first SCJP meeting.

Declarations of Interest:

None received

2. Minutes and Rolling Action Log from previous meeting 5th September 2018

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

3. Local Issues

High Level Action Plan

1.2 – CD reported Surrey Police continue to push the use of bail particularly in relation to safeguarding of vulnerable victims and witnesses. The use of bail is scrutinised daily and currently Surrey Police is one of the best forces nationally in terms of using bail effectively.

2.2 – CD suggested that following recent court house closures HMCTS should be the action owner for this activity but partnership working with other agencies would continue. **Agreed Action: Add HMCTS Board member - Dave Manning added as an action owner.**

2.5 – DMA suggested this activity should be removed from the plan until further information is received regarding the rollout of Section 28 Cross Examination by video. **Agreed Action: Activity 2.5 to be removed from the action plan.**

DM requested an update from the Victim and Witness Group Chairman at the next SCJP meeting on 13th March 2019.

Action: Lise Buckingham - Chairman of the Victim and Witness Group to be invited to attend the next SSCJP meeting on 13th March 2019 to provide an update on progress.

DM requested the High Level Action Plan is updated to show any change in status from the previous meeting.

4. Performance

BT referred to the Key Performance Indicator graphs and reported an example of disparity currently exists in relation to offence to completion rates in Surrey (Magistrates Courts) where there was a notable step-change after December 2016. Timeliness from offence to completion deteriorated and peaked in December 2017 following which there were encouraging signs of recovery. There has been further decline since this was noted at the September SSCJP meeting. Research from available data indicates that the Postal Charging and Requisitioning (PCR) process is where most of the delay is taking place between a decision to prosecute and the date of the first court hearing. This is having a knock-on effect with our TSJ figures which also show abnormally high time periods between charge and first hearing. Changes to the arrest and bail process may have influenced this change or it could be a simple matter of incorrect decision points being used by the national data systems. These matters are being looked into by Surrey Police.

CD confirmed offence to completion figures (Magistrates Court) did peak in December 2017 which tied in with the closure of Redhill Magistrates Court.

CD reported current PCR figures include traffic offences which have increased significantly since additional cameras have been switched on in Surrey. HMCTS have introduced Single Justice Procedure courts which are dealing with more traffic cases which should free up more time and court slots for other PCR cases.

BT reported another area of note has been the apparent declining trend in file quality as compared to national performance. Partners have previously expressed concern over data integrity in the way that Casefile Quality Assessment is being measured and express caution in using earlier quarterly figures to articulate the true picture. The latest performance may be taken as a more genuine figure where higher volumes of police files are now being measured by CPS. Performance still remains better than national average.

CD reported Surrey Police are currently the 11th best in the country in terms of case file quality. Surrey Police are also using new performance products to monitor Case File Quality.

CD also noted more returns are being received from CPS and things should improve further once the data becomes more reliable.

AK reported Case File Quality figures are down in the Magistrates Courts due the volume of cases and the reliance on prosecutors to fill out Casefile Quality Assessment (CQA) form. Additional communication has been sent out to all lawyers to ensure they complete the CQA forms where applicable.

BT noted good performance is shown in the most recent RASSO conviction rates and improving domestic abuse conviction rates.

DM reported he was pleased to see plans are in place to address any performance issues.

5. Election of Vice-Chair SCJP

DM reported he had recently met with Frank Ferguson - Temporary Chief Crown Prosecutor – South East and he had expressed an interest in becoming Vice Chairman of the SCJP.

DM asked if there were any further expressions of interest and any objections to Frank Ferguson becoming Vice Chairman of the SCJP. **No other expressions of interest and support given to Frank Ferguson.**

Action: DM to notify Frank Ferguson that he has been supported and confirm him as Vice Chairman of the SCJP.

Close – David Munro

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

Next Meeting:

Wednesday 13th March 2019 – OSPCC, Sackville House, Lewes BN7 2FZ