

Sussex Criminal Justice Board Meeting Minutes

12:25 – 13:30hrs, Wednesday 5th December 2018
Surrey Police HQ, Schofield Room, Guildford

1. Welcome, Apologies and Declarations – Katy Bourne

Katy Bourne (Chairman)	Sussex Police and Crime Commissioner	KB
Mark Streater	Office of the Sussex Police & Crime Commissioner	MSt
Adele Kelly	Crown Prosecution Service – South East	AK
Paul Stimson	Crown Prosecution Service – South East	PS
Jenny Offord	Crown Prosecution Service – South East	JO
Dave Manning	HM Courts & Tribunals Service	DMA
Manjinder Purewal	KSS Community Rehabilitation Company	MP
Nick May	Sussex Police	NM
Simon Nelson	Sussex Police	SN
Debbie Birch	Sussex Police	DB
Dr Richard Noon	Sussex Partnership NHS Foundation Trust	RN
Mark Burden	HM Prison and Probation Service	MB
Rob McCauley	Legal Aid Agency	RM
Stephen Fradley	HMP Ford	SF
Bruce Tippen	SSCJP Business Manager	BT
Lindsey Parris	SSCJP	LP

Apologies received from:

<i>Frank Ferguson</i>	<i>Crown Prosecution Service</i>	<i>FF</i>
<i>Debbie Cropanese</i>	<i>HM Courts & Tribunals Service</i>	<i>DC</i>
<i>Sarah Coccia</i>	<i>HM Prison and Probation Service</i>	<i>SC</i>
<i>Andrea Saunders</i>	<i>HM Prison and Probation Service</i>	<i>AS</i>
<i>Wendy Tattersall</i>	<i>Public Health England</i>	<i>WT</i>
<i>Carwyn Hughes</i>	<i>Sussex Police</i>	<i>CH</i>
<i>Maralyn Smith</i>	<i>Victim Support</i>	<i>MS</i>
<i>Rebecca Hills</i>	<i>Sussex Partnership NHS Foundation Trust</i>	<i>RH</i>
<i>Tania Riedel</i>	<i>Sussex YOS</i>	<i>TR</i>
<i>Samantha Allen</i>	<i>Sussex Partnership NHS Foundation Trust</i>	<i>SJ</i>
<i>Susanne Jarman</i>	<i>Citizens Advice – Witness Service</i>	<i>JAS</i>
<i>Justine Armstrong-Smith</i>	<i>East Sussex County Council</i>	<i>RW</i>
<i>Jo Player</i>	<i>Brighton and Hove City Council</i>	<i>JP</i>
<i>Emily King</i>	<i>West Sussex County Council</i>	<i>EK</i>
<i>Anne Elgeti</i>	<i>NHS England</i>	<i>AE</i>
<i>Rodney Warren</i>	<i>Warrens Solicitors</i>	<i>RW</i>
<i>Vicky Robinson</i>	<i>HMP Bronzefield</i>	<i>VR</i>
<i>Jane Macdougall</i>	<i>WMC Legal LLP</i>	<i>JM</i>

KB welcomed members to the SCJB meeting.

Declarations of Interest:

None received

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

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

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

3. Early Intervention Youth Fund

MSt reported an application to the Home Office was successful and £133,950 has been secured for 2018/19 and a further £756,666 for 2019/20.

Sussex was able to demonstrate that due to its close proximity to London it makes an attractive and practical area for gang members to exploit young people and facilitate crime. As a consequence tackling county lines is one of the biggest emerging threats in Sussex with over 380 county lines identified (21% of the national total).

The Sussex Early Intervention Youth Programme aims to engage positively with under 18's at risk of committing serious violence and those who have come to the attention of the police through antisocial behaviour and low level crime. A significant part of the programme is to establish a network of coaches who will receive referrals from the voluntary, community and social enterprise sector, schools, health, statutory partners and police for under-18s at risk of committing serious violence. Coaches will focus on what is positive in the young people's life such as existing skills, interests and assets as opposed to what is absent.

The Sussex Criminal Justice Board (SCJB) within the Surrey & Sussex Criminal Justice Partnership (SSCJP) and sub groups will provide the strategic governance for the programme. The Office of the Sussex Police & Crime Commissioner (OSPCC) will also have oversight of the programme with the combined skills and experience of both the Commissioning and Partnership teams. A dedicated qualified and experienced Programme Manager will be recruited and allocated to oversee the SEIYP.

The force multi-agency 'Children and Young People Oversight Board' (CYPOB) will provide the mechanism for the operational delivery of the programme. This is a multi-agency board with 25 individuals involved and will provide long term guidance and direction to ensure the outcomes of the programme are achieved.

Community Safety Partnerships (CSPs) are integrated into the governance model and are well positioned to respond to the needs of the programme and facilitate services within the voluntary, community and social enterprise sector. CSPs will have a major contribution in the delivery of the 'Enabling Budget' of £96,557 which will be immediately available for dissemination.

MSt added the SCJB would be kept updated on progress throughout the project cycle.

4. SCJB High Level Action Plan

KB reported although many of the activities are being progressed through working groups it is important that members appreciate that the accountability remains with members at this board and we need to satisfy ourselves that the sub-groups are delivering and working effectively.

BT added some Board members are well connected to the working sub-groups but we need to reinforce the attachment between the SCJB action owners and sub groups to highlight any issues and concerns.

NM reported he has regular meetings with police colleagues but would benefit from greater oversight of sub-group activity.

BT reported following the resignation of the previous Victim and Witness Chairman he would discuss this matter and the role of the group with NM outside the meeting.

Action: BT to discuss the role of the V & W Group and election of Chairman with NM outside the meeting.

SN reported Sussex Police remain focussed on case file quality and timeliness. Training and coaching has been provided to officers and many of the skill gaps have been addressed. Leadership, accountability and reporting will form part of the Accountability Board which will be introduced in the New Year.

SN noted the recent disclosure issues has required a high amount of police time and resources.

SN added Sussex Police are also looking to re-align their Prosecution Team Performance Meetings (PTPM) in the near future.

NM added Sussex Police are looking to introduce a new Victims Champion, job descriptions for this role are currently being drawn up and DCC Jo Shiner would be the force lead.

KB asked how Health and Mental Health colleagues are included within the sub-group work.

BT reported Health and Mental Health colleagues have a standing invitation to the Reducing Re-Offending Group but their attendance is limited.

SF reported many partners have limited resources and it is not always possible to attend meetings on a regular basis. **Noted**

KB asked members if the Board should drive all the sub-group work forward or perhaps concentrate on one area of business.

Members agreed that Housing and its associated issues should be the main focus which will also assist with reducing re-offending. **Noted**

5. Sussex Performance Overview

BT referred to the Key Performance Indicator graphs and reported the two areas of exception relate to a very minor drop below our lower control limit for the conviction rates at Magistrates Courts (0.1%) and a more significant drop in the domestic abuse conviction rates. These related to a two month period (August and September 2018) when our rates dropped to 65% and 66% mainly driven by victim retractions. These are the lowest rates since November 2017 however the rate for October has climbed to 73%.

An example of disparity currently exists in relation to offence to completion rates in Sussex (Crown Courts) where there have been periodic increases in time taken since March 2017. This may have been influenced by the closure of Chichester Crown Court, changes to arrest and bail may have also had some impact where many offences triable either way are now being triggered through the postal charging and requisitioning process (PCR). The gap between national and local performance has now risen to over 17 weeks. Recent data indicates lengthening investigation periods prior to charging decisions being taken.

This has been raised at the SSCJP Core Performance Group and Sussex Police are monitoring the situation. Steps have been taken to strengthen the case direction resource at Shoreham to alleviate bottle-necks. Police supervisors have been trained to undertake quality checks on officer's files.

SN agreed there had been a significant increase in workload through the Central Ticket and Summons Unit due to the increase in postal charging but this department does not sit within Criminal Justice. SN confirmed this issue is being monitored by the Core Performance Group.

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 has dropped below national averages for the first time.

MP reported Avon and Somerset Police had carried out a pilot around the impact of postal charging and she agreed to send members a copy of the findings.

Action: MP to send LP a copy of the Avon and Somerset Police pilot regarding Postal Charging for onward circulation.

6. Election of Vice-Chair SCJB

KB reported Frank Ferguson - Temporary Chief Crown Prosecutor – South East had expressed an interest in becoming Vice Chairman of the SCJB.

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

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

7. AOB

RN confirmed the successful Police Custody Liaison and Diversion Service for Sussex has recently been recommissioned.

BT noted there had been 239 referrals via the Womens Justice Intervention scheme with a high number requiring Mental Health interventions. 95 referrals have been taken forward and a further 63 in progress.

MSt reported funding from the VEJ Programme has been provided to enable more victim and witness suites to be video enabled across Sussex.

Close – Katy Bourne

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

Future Meeting:

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