

**Protocol between
Willesden Youth Court
and
Barnet, Brent and Harrow
Youth Offending Services**

April 2014

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1. Introduction

- 1.1. This protocol has been produced by Barnet, Brent and Harrow Youth Offending Services, Willesden Magistrates, Probation, Police, CPS and the Court Manager at Willesden Youth Court.
- 1.2 This protocol has been developed in regard to the principal aim of the Youth Justice System as detailed in the Crime and Disorder Act 1998, the Criminal Justice and Immigration Act 2008 and the Legal Aid, Sentencing and Punishment of Offenders Act 2012, to prevent offending and re-offending by children and young people.
- 1.3 This protocol should be read in conjunction with the London Youth Offending Services: Pan London YOS protocol which has been developed in order to promote effective and consistent practice for children and young people who have allegedly offended or have offended outside of the YOS area where they are normally resident.
- 1.4 All services provided by the YOS' and the Youth Court will be in line with the Youth Justice Board's National Standards for Youth Justice Services. This protocol documents in detail the responsibilities and commitment of the various agencies to the Youth Court in order to standardise and streamline the service.
- 1.5 It is recognised that the Youth Justice system is continually developing services for young people and their families underpinned through partnership working. The YOS' and Youth Court are committed to reviewing and amending this protocol through appropriate forums.

2. Court Listings

- 2.1 The system is outlined below:

Monday/Thursday – Brent Youth Offending Team will operate a full service at Willesden Youth Court. Brent will manage Barnet/Harrow overnight cases unless bail is contested at which point the respective YOT will attend.

Tuesday – Harrow Youth Offending Team will operate a full service at Willesden Youth Court. Harrow will manage Barnet/Brent overnight cases unless bail is contested at which point the respective YOT will attend.

Wednesday – Barnet Youth Offending Team will operate a full service at Willesden Youth Court. Barnet will manage Brent/Harrow overnight cases unless bail is contested at which point the respective YOT will attend.

Friday – Willesden will run a trial court rather than a youth remand Court. On this day Barnet/Brent/Harrow will contact the Police Station/Court to determine any overnight cases; the relevant YOT will then attend. The relevant YOT attendance is for the borough where the offence was committed, ie Brent offence - Brent YOT to attend, Barnet offence - Barnet YOT to attend, Harrow offence - Harrow YOT to attend.

In relation to Trial outcomes on Fridays the Legal Adviser will secure email the respective team the outcome of the trial and inform of any required actions such as a PSR; the Legal Adviser will obtain the telephone contact details of the young person and their parent carer and provide the respective YOT with this information alongside the PSR request date and a copy of the sentencers form completed by the trial bench if YOT are not in attendance. (Copy appended to the protocol)

Sexual Offences

All young offenders who are charged with a sexual offence which are capable of being committed for trial at the Crown Court under the grave crimes provisions shall have their first appearance at either, Highbury Corner Magistrates' Court for Barnet cases and West London Magistrates' Court for Brent and Harrow cases.

Saturdays/bank holidays (at Hendon Magistrates Court)

Barnet/Brent/Harrow will individually offer a duty service for all their young people appearing in Court on a Saturday or Bank Holiday. Barnet YOS will work with all those young people produced from Colindale Police Station; Brent YOS will work with all those young people who are produced from Wembley Police Station and Harrow YOS will work with all those young people produced from Harrow Police Station. YOS staff should be supported by a designated manager on call from each of the respective boroughs.

- 2.2 **Provision of Court Lists to YOS:** The YOS will obtain the Court List via Libra or secure email; Court staff will ensure that the list is ready to access at least 48 hours in advance of the hearing.
- 2.3 The Court will ensure that PSR sentencing, custody, bail cases and overnight cases are listed in the morning for Brent and Harrow. Further appearance, such as case management hearings, will be heard in the afternoon. Police and Court to ensure first appearances are listed for the afternoon hearing for Barnet cases.
- 2.4 In the event of cases being listed pursuant to matters being remitted from the other Courts, the Youth Court Listing Office will ensure that the YOS is notified as soon as possible. This is to ensure that an efficient service is delivered to the Court and that unnecessary delays are avoided. Duty staff in the initial Court sitting should notify the home YOS immediately but, in the event that this does not happen, early notification from the Court is imperative.
- 2.5 The Court will post or secure email copies of all Youth Court Orders the relevant YOS within 2 working days of the Order being made.

3. YOS Court Cover

- 3.1 The continued satisfaction of all parties concerned with this arrangement will be monitored by the Court Users' Group and the YOS/LA/Magistrates bi monthly meetings.
- 3.2 The YOS services will principally interview young people following the Court requesting a PSR or issuing a Referral Order and will respond and assess bail/remand overnight extras.
- 3.3 The Youth Court YOS Officers will liaise with home borough and other agencies in order to provide information to the Court
- 3.4 To prevent difficulties arising with young people entering the Court late in the afternoon, the Youth Court YOS Officers will operate until close of business. If occasion arises whereby the YOS Court Officer has to leave the Court prior to close of business, they will notify the Legal Adviser of their intention to leave and leave an emergency number where they can be contacted.

Weekdays – Young People jointly charged with an adult (Hendon Magistrates Court):

3.5 During weekdays young people jointly charged with adults will appear at Willesden Magistrates' Court.

4. YOS Facilities in Court

4.1 The Court will provide two furnished offices for the exclusive use of Barnet/Brent/Harrow YOS'. The offices will have telephone lines to enable internet access/fax/telephone and the cost of this will be met by Barnet/Brent/Harrow YOS'.

4.2. Brent YOS will obtain a photocopier/scanner and a fax machine under contract which Barnet/Brent/Harrow YOS' will share the use and cost of.

4.3 Barnet/Brent/Harrow will arrange to obtain their own access to their databases in the Court room and will use the currently available infrastructure to support this.

5. Presentation of Previous Findings of Guilt to the Court

5.1 It is the expectation of the Crown Prosecution Service to provide the Court with an up-to-date record of antecedents for all young people appearing before the Court, except for breach cases when it is the expectation of the Youth Offending Service.

5.2 It should be noted that some Youth Offending Services outside of Inner London do not provide information on antecedents either as a matter of principle or because there is no mechanism for the maintenance of accurate records. In these circumstances, the Court will be alerted and the Crown Prosecution Service will supply details of what is known about the young person concerned.

6. Presentation of Information re: Final Warnings to the Court

6.1 The Youth Offending Services will provide the outcome of final warnings to the Court where a young person re-offends; outlining whether an intervention programme was assessed as necessary, what intervention was offered and the degree to which the young person and their parents/carers complied.

6.2 The YOS' may from time to time liaise with CPS/defence regarding the possibility of a case to be returned to the police to reconsider the appropriateness of a final warning as an alternative disposal.

7. Remands

7a) Young People Appearing from Police Custody

7.1 Prior to the Court sitting a member of the YOS will liaise with the Police Liaison Officer (PLO) and the cells to determine which young people will be produced from police custody. The YOS worker will also liaise with the CPS Lawyer to determine their views as to who whether they intend to oppose bail and what their particular objections to bail are.

7.2 YOS Court staff will continue to liaise with the PLO, CPS lawyers and list callers throughout the day to identify any other young people who are likely to be produced and who may be at risk of bail refusal later in the day.

7.3 Where a young person who is at risk of bail refusal heralds from another borough the YOS Court Officer will contact the home YOS to inform them that the young person is in

the cells and to gather initial or additional information regarding the young person (e.g. whether known to YOS antecedents, whether young person is known to other statutory agencies, etc...). Usually, the YOS Court Officer will represent the home YOS at Court, however, in exceptional circumstances the home YOS may need to attend court.

- 7.4 A YOS Officer will interview **all** people appearing from Police Custody and undertake a full assessment with regard to their welfare, vulnerability, and the risks presented by the young person. Having interviewed the young person the YOS Officer will complete a **Bail ASSET** which will be forward to the home YOS upon completion. As before Barnet/Brent/Harrow will manage their own remand overnight cases.
- 7.5 List Callers/Legal Advisors will ensure that they liaise with the YOS Court Officer to ensure that the case is not called into Court until the YOS Court officer has had sufficient time to complete all the necessary assessments and enquiries.
- 7.6 Where it appears likely that the young person is at risk of being refused bail or it is likely that the young person requires a bail support programme, the YOS Officer will liaise with the home YOS to arrange for a bail support programme to be offered to the Court. The bail support programme will be based on the assessment contained within the Bail Asset. The decision as to whether to offer a bail support package or not resides with the home YOS. The case may have to be put back to allow for arrangements to be made in order for a Bail Package to be developed by the home YOS.
- 7.7 A bail support programme will be presented to the court outlining the specific services and expectations that will be available to the young person and it will also detail how the programme will be enforced.

Designated Authority

The court officer must confirm that he/she has communicated with the borough which is considered to be the designated authority and that they have accepted responsibility. A template outlining the necessary information should be created and sent to the designated authority for a manager's signature; this will confirm that the necessary communication and agreement has taken place.

In the event that there is a disagreement regarding the designated authority then the matter should be put back for a short time in order to allow for Service Managers (or above) for a discussion and an agreement as to who should take responsibility.

The court will ultimately decide as to whether the named Local Authority is one that meets the statutory test as set out in S92(3) of the Legal Aid, Sentencing and Punishment of Offenders Act 2012.

If the situation alters for whatever reason then the YOS concerned needs to make its representations in writing to the court in advance and copy the concerned parties. This should be done in good time to allow for any necessary communications to take place.

7b) Remands to Local Authority Accommodation, Secure Accommodation and Secure Training Centres

- 7.8 The Court will endeavour to deal with all cases involving a potential remand to local authority accommodation as early in the day as possible and usually before 2.00pm.
- 7.9 The Court is legally obliged to consult with the responsible local authority before remanding a young person 17 years or younger into custody or secure accommodation.

The YOS Court Officer will consult with the responsible local authority on behalf of the Court, or according to local arrangements, act as the agent of the local authority.

- 7.10 The purpose of the consultation is to allow the YOS to negotiate with the Youth Justice Board Placement Team regarding a placement in the Secure Estate. The purpose of the consultation is to ascertain whether a secure bed is available for those males under 15 years or those 15-17 year old males who are deemed vulnerable. All young females under the age of 17 will be referred automatically to a secure unit/training centre.
- 7.11 When a young person is appearing in a borough Court that is not their home Court, the YOS Officer on duty will contact the home YOS to assist the consultation process. A decision will be made between the two YOS's as to whether the home YOS wishes to attend Court to represent the home authority. In all cases the home YOS will complete and send the YJB Placement Alert form highlighting any vulnerability issues. The YJB will be notified at the earliest opportunity of a potential placement.
- 7.12 The YOS will inform the Court what accommodation is available and in the case of 15 – 17 year old males and provide an assessment of the young person's vulnerability as part of the consultation process. N.B. The vulnerability assessment may be completed after the decision of the Court to refuse bail but prior to the Court taking any further action.
- 7.13 If the Court intends to make a secure remand, the court is obliged under S23 (5) CYPA 69 to consult with the YOT (this is essential in the case of 15-17 year old boys and females). After consultation with the YOT the young person is kept in custody, then the YOT will liaise with the Youth Justice Board Placement Team to locate a bed and to request a secure escort. The young person will return to the cells unless otherwise directed by the Court and Serco will hold the young person in custody until the secure escort arrives, as per their guidance.
- 7.14 Before making a remand into local authority accommodation, the court will wish to consider alternatives such as conditional bail and bail support packages. It is also implicit that the local authority places young people in the most suitable accommodation.
- 7.15 The Court should not bail a young person on the condition to reside as directed by the local authority without consulting the relevant local authority / home YOS.
- 7.16 The Court is legally required to consult the responsible local authority before any conditions are attached to a remand to local authority accommodation. This is important as the conditions may have significant resource implications for the local authority or may be impractical given the type of placement anticipated.
- 7.17 Consulting the relevant local authority / home YOS will normally require the Court to put the case back and return the young person to the cells or to the waiting area of the Court.
- 7.18 The Legal Advisor will prioritise and expedite the signing of the Warrant of Commitment to Local Authority Accommodation to ensure that the YOS is furnished with a copy of the warrant as soon as practicable. It should be noted that the secure escorts and the relevant secure unit will not be able to accept responsibility for the young person without receipt of a signed warrant and delays incur costs.

7c) Following the Remand Decision to LA care.

- 7.19 Either prior to or immediately after the Court remands a young person to Local Authority accommodation, the YOS duty Officer will liaise with the home YOS/Local Authority to make arrangements for the young person to be collected from Court and escorted to the placement as soon as possible.
- 7.20 When a young person cannot be collected before the Court closes, the YOS staff on duty will keep the security staff informed of the position and be available to supervise the young person if required. The young person will remain in the Court cells until such time they are collected.
- 7.21 Whilst at Court, young people remanded in local authority accommodation will be supervised by YOS staff. Young people remanded in open accommodation will be kept in the general Court waiting area (although the security staff will still be responsible for security in the waiting area).
- 7.22 When a young person is remanded in accommodation or custody without a family member being present, the home YOS will inform the family. The Local Authority will arrange remand placements to meet the needs of the young person and community safety.

Subsequent Court appearances whilst remanded to local authority accommodation or secure accommodation

- 7.23 The home YOS will ensure that the young person is:
- escorted from the placement to Court punctually
 - supervised whilst in the Court precincts
 - accompanied in the Courtroom
 - escorted from Court back to the placement
- 7.24 When a young person who has been remanded to local authority accommodation absconds from the placement and cannot be brought back to Court by the responsible local authority on the appointed day, the YOS Officer should inform the Court at the earliest opportunity that they are unlikely to attend the scheduled court appearance. The YOS Officer should also inform the Court of the reason.
- 7.25 YOS staff will keep the initial bail assessment under review in the light of the young person's reaction to the remand and where appropriate discuss with the young person's defence Solicitor what resources will be available to support a further bail application.

8. Court Reports

8a) General

- 8.1 All reports submitted to the Court will include assessments that are aimed at reducing offending and re-offending behaviour, avoid discrimination and meet the individual needs of offenders, victims and their families.
- 8.2 All reports prepared for Court will have been written in line with National Standards and 'quality assured' in line with local YOS policy.

- 8.3 Good practice suggests that wherever possible sentencing should take place at the offender's home Court where staff for the home YOS will be on duty. In cases where the Court requires a report for an offender who does not live within the boroughs of Barnet, Brent or Harrow then the case should be remitted to the young person's local Court.
- 8.4 Following a Court request for a report the YOS duty officer will speak to the young person and his parent/primary carer before they leave Court to explain the purpose of the report and give an appointment to meet the report writer and provide information about when and where the appointment will take place.
- 8.5 Requests for out of borough reports will be notified to the home borough by the Court duty YOS by telephone/email/fax on the day of the request and followed up in writing on the next working day.
- 8.6 The CPS bundle will be provided to the YOS' by the CPS on the day of the young person's **first court hearing**. This is crucial as a full offence analysis including an assessment of harm to the victim, the culpability and premeditation of the offender and possible harm to the public is difficult to address without sight of the CPS papers.
- 8.7 Pre-Sentence Report writers will include within their reports an initial plan for any proposed intervention/sentence that the YOS will supervise.

8b) Non-Reports

- 8.10 When a young person fails to keep their two PSR appointments the YOS will usually be unable to provide the Court with a full report. However, the report author will normally provide a short report entitled 'non-report'.
- 8.11 The 'non-report' will inform the court that the young person has failed to attend and will request that the case is adjourned to give the young person a second chance to comply with the process.
- 8.12 If a young person fails to attend for the appointment on a second occasion, the report writer will not normally provide a second non-report. Where possible an abridged report will be provided instead. However, this report will not contain the young person's views of the offence. It may be possible to include a limited assessment of the young person from sources other than the young person directly, including the supervising officer where the young person is in contact with the YOS. In some cases it may be possible to include information about the suitability or non-suitability of a particular type of proposal.

8c) Pre-Sentence Reports

- 8.13 Preparing PSR's draws upon finite YOS resources. Requests for reports should ordinarily be based on the seriousness of the offence and the need to address the most appropriate sentence. The Court should indicate at the time of the request whether the matter is deemed "so serious" or "serious enough" and should provide the YOS with this information alongside a sentencers form (pink form).
- 8.14 PSR's will be prepared according to the standard headings in line with National Standards as follows:
- Sources of Information
 - Introduction

- Offence Analysis including impact of the offence on victims
- Assessment of the young person leading to a proposed Intervention level
- Assessment of the need for Parenting support
- Assessment of Risk to the Community including the likelihood of re-offending and risk of serious harm to others
- Conclusion and Proposal for sentencing

The PSR will usually be completed within 15 working days of the request although in certain circumstances a longer adjournment period may be requested.

- 8.15 The YOS will usually offer the young person two appointments for the preparation of pre-sentence reports. Wherever possible the report author will offer the young person a further appointment to enable them to read the report prior to the Court hearing, if not the young person and their parent/carer will receive a copy of the PSR on the day of the hearing.
- 8.16 In exceptional cases it may be applicable for the YOS to apply to the Court for further time to prepare the report in cases of a complex nature, for further victim consultation, a specialist report or where the request for the PSR was made by a Court outside the offender's home borough.

e) Stand Down Reports

- 8.17 YOS' will provide an assessment and **verbal** (stand-down) reports in place of written reports in certain circumstances to update an existing pre-sentence report:
- i. Where the young person has recently been sentenced and a 'recent' pre-sentence report is available to the Court ('recent' is defined as less than three months old) *and*
 - ii. The Court has indicated that it is willing to impose any sentence other than a Detention and Training Order (except in circumstances where the young person is already serving a Detention and Training Order). The court must put the case back for an assessment and stand down report when its considering stand-alone orders (Attendance Centre/Curfew/Unpaid work) to allow for an assessment of risk and suitability to take place.
- and*
- iii. The duty YOS Court Officer has indicated that it has sufficient resources to undertake the assessment
- 8.18 The Court will normally have to stand the case down to allow the YOS Officer to gather information for the update.

9. Parenting Order Assessments

- 9.1 As a matter of good practice, where applicable additional written information in regards to Parenting Assessments will be included in PSR's.
- 9.2 Where the Court intends to sentence a young person to a Referral Order or without adjourning for a PSR, the YOS staff will endeavour to provide the court with verbal information in relation to parenting orders suitability.

10. Orders supervised by the YOS

- 10.1 **General:** All young offenders made subject to any bail support package, custodial sentence or a YRO with requirements including a referral order, will be seen by a YOS Officer, as their first appointment, before they leave Court. The purpose of this contact is for the YOS Officer to explain the requirements of the order, the consequences of non-compliance with appointments and to give the young person directions and appointment details in writing for their second contact with the responsible/supervising officer. Where a Court report is proposing a community order supervised by the YOS, the appointment and written information will be prepared in advance of the hearing.
- 10.2 **Custodial Sentences:** All offenders made subject to a Custodial Sentence will be interviewed by a YOS worker before they leave Court, in order to:
- Help to ensure the young person understands the meaning of the sentence;
 - Check whether there are urgent welfare issues;
 - Complete the post Court report; Placement Information Form and re-assess the young person's vulnerability;
 - Inform the parent(s)/carers of the sentence if they were not in Court and notify them of the young person's location;
 - Ensure all relevant documentation is sent to the secure estate via the YJB secure information system.
- 10.3 Where the custodial sentence is anticipated prior to the Court hearing the YOS will send all relevant assessments to the YJB via secure email and the post Court report (including identification or welfare issues and an assessment of vulnerability) will be completed in advance of the hearing by the pre-sentence report author. This will not however replace the need for the PCR interview on the day.
- 10.4 Whether a young person is appearing in their home court or not the secure placement requests to the YJB will remain the responsibility of the home YOS and as far as possible the arrangements will be made in advance of the sentencing date. Inevitably there will be occasions when YOS staff have to make arrangements on the day but these arrangements will remain the responsibility of the home YOS in liaison with the duty YOT who may be called upon to provide additional information. The home YOS will also complete ASSET and partially completed Post Court Report. If the young person receives a DTO, the YOS Court duty officer will complete the PCR and ensure all relevant paper work is sent by secure email.
- 10.5 **Referral Orders** – young people made subject to Referral Orders or Referral Order extensions will attend the YOS in order to agree a contract which will include: reparation to the victim and/or wider community and could also include compensation to the victim.
- 10.6 **ISS – Intensive Supervision and Surveillance:** Barnet/Brent/Harrow YOS's have limited ISS availability and ISS therefore is usually considered as an alternative to custody for the most serious and prolific offenders.
- 10.7 There are currently only 3 routes onto ISS:

- Bail: As part of a bail support programme to reduce the use of custodial remands and remands into local authority accommodation
- Community route: As a requirement of a Youth Rehabilitation Order; either Band 1 or Band 2 (25/20 hours respectively).
- Detention & Training Order (custody) Licence: As part of conditions attached to a licence following release from custody.

The criteria for ISS are as follows:

- the young person must be a prolific or priority offender
- has recently re-offended whilst on court order
- has previously been given a custodial sentence
- has been subject to multiple court orders
- has committed offences which meet the serious harm criteria
- has committed offences which have a high local priority

10.8 Electronic Curfew – As part of an ISS the young person will usually be electronically monitored at the courts direction (for example to reinforce a night-time curfew if that is when they are most at risk of re-offending). A separate Electronic Curfew Order or Voice Verification order will need to be imposed at the point of sentence.

11. Breach of Orders

11.1 Enforcement of orders is crucial to the process of ensuring young people subject to court orders take responsibility for their actions. Reducing the delay between YOS action and the Court hearing is a key part of this process. Court orders will be enforced according to the requirements of National Standards. Breaches will expedited as quickly as possible.

11.2 The YOS will complete the “Front sheet for Summons Authorisation” sheet and send this, with the completed summons to the Court mailbox. The legal advisers will then be responsible for checking the mailbox and returning the signed summons within 24 hours. The YOS is then responsible for ensuring that the summons is served and a certified copy is retained.

11.3 The YOS Court officer from the YOS team (on behalf of the responsible officer) will be ready to proceed at the first hearing. A Breach Report outlining the grounds for breach, the level of compliance and a proposal for how the Court may wish to address the breach, will be ready for the first available court date.

11.4 When an offender fails to attend Court in answer to a summons, any warrant application following that failure will be made immediately on information sworn by the YOS Officer.

12. Attendance of parents/carers at Court

12a) Encouraging Attendance:

12.1 It is expected that the Parents/Carers of young people appearing at Court will attend the proceedings and YOS staff will encourage this.

12.2 In the case of looked after children, a representative of the local authority will be responsible for getting the child to Court. In each and every case the parent/s/carer/s are

expected to attend, except where the local authority holds parental responsibility, in which case either a representative from the local authority and/or the parent/s/carer/s should attend.

- 12.3 If parent/s fail to attend Court for the sentence hearing, the Court will consider whether to adjourn for another hearing. In relation to sentencing this would be to enable a parenting order to be considered. (A parenting order cannot be made in the absence of the parent/s/carer/s). The Court will be prepared to send a letter or issue a summons to parent/s/carer/s telling them to attend. The Court may issue a warrant of arrest for a parent if thought appropriate.
- 12.4 When YOS staff believes a parent/s/carer/s is unlikely to attend the sentence hearing the YOS will inform the Court in advance. The Court will be prepared to write to the parents/carers prior to the hearing, in order to avoid further adjournments.

12b) Unaccompanied young people/YOS acting as appropriate adult

- 12.5 In the event of parent/s/carer/s being unable or unwilling to attend proceedings, the Court may, in exceptional circumstances and following consultation with defence Solicitors and the young person, ask a member of the YOS to sit with the young person in Court to facilitate communication and explain proceedings. The court will allow YOS officer sufficient time to explain the role of an appropriate adult to the young person.
- 12.6 YOS staff on Court duty will also endeavour to meet the care and support needs of unaccompanied young people in the Court so desires.

13. Provision of Information to the Courts

- 13.1 The Court duty YOS will endeavour to provide information to the Court regarding a young person's circumstances in order to assist decision making in relation to remands or sentencing.
- 13.2 Efforts will be made to ensure that the Court is kept informed of significant changes to the circumstances of the defendant or parent/s/carer/s during the proceedings which the Court might need to take into account when making a decision.
- 13.3 Efforts will be made to ensure that this information is provided on behalf of other relevant agencies and other YOS' in particular. It may sometimes be necessary to put cases back whilst investigations are made, especially when they have been added the Court list at short notice.

14. Meetings

- 14.1 Representatives from the various agencies that work in the Youth Court will meet on a regular basis to share information about developments between and within the representative organisations.
- 14.2 **Operational Meetings:** Operational Managers from the 3 respective Youth Offending Services, a dedicated Legal Advisor and the Youth Bench Chair will meet bi monthly to discuss practice, any issues relating to working with the Court and review this protocol.
- 14.3 **Court Users Meetings:** All agencies that includes: District Judges, Magistrates, Legal Advisers, CPS, Police, YOS Heads of Service, defence Solicitors, Victim Support Scheme, Security etc) will meet with on a three monthly basis.

14.4 **Youth Panel Meetings:** All 3 Youth Offending Services will attend the Youth Liaison meeting to provide updates from their respective Services.

15. Training

- 15.1 The YOS and the Justices' Clerk recognise the benefit and value of inter-agency training and are committed to the concept of joint training ventures as appropriate. The YOS will participate on the induction and on going training programme for Magistrates, District Judges and Legal Advisors.
- 15.2 Operational Managers responsible for Court duty will arrange organised information days over a yearly period for Magistrates, District Judges, Assistant Justice Clerks where they are able to visit the YOS and meet staff supervising court orders and/or delivering services to young people.