



**Policy name: Multi-Agency Lifer Risk Assessment Panel (MALRAP) Policy Framework**

**Reference:** N/A

**Issue Date:** 4<sup>th</sup> April 2019

**Implementation Date:** 4<sup>th</sup> April 2019

**Replaces the following documents (e.g. PSIs, PSOs, Custodial Service Specs) which are hereby cancelled:**

MALRAP policy is covered within PSI 36/2010 – updated chapter 4 of the Indeterminate Sentence Manual. The Manual (PSO 4700) has been cancelled, with the exception of Chapter 12 – Compassionate Release. This Policy Framework now covers the MALRAP which remains a mandatory requirement.

**Introduces amendments to the following documents (e.g. PSIs, PSOs, Custodial Service Specs):** None

**Action required by:**

<input type="checkbox"/>	HMPPS HQ	<input type="checkbox"/>	Governors
<input checked="" type="checkbox"/>	Public Sector Prisons	<input type="checkbox"/>	Heads of Group
<input checked="" type="checkbox"/>	Contracted Prisons	<input type="checkbox"/>	Contract Managers in Probation Trusts
<input type="checkbox"/>	National Probation Service	<input type="checkbox"/>	Community Rehabilitation Companies (CRCs)
<input type="checkbox"/>	HMPPS Rehabilitation Contract Services Team	<input type="checkbox"/>	HMPPS-run Immigration Removal Centres (IRCs)
<input type="checkbox"/>	Other providers of Probation and Community Services	<input type="checkbox"/>	Under 18 Young Offenders Institution

**Mandatory Actions:**

All groups referenced above must adhere to the requirements section of this Policy Framework, which contains all mandatory actions.

**For Information:**

Governors<sup>1</sup> must ensure that any new local policies that they develop because of this Policy Framework are compliant with relevant legislation, including the Public-Sector Equality Duty (Equality Act, 2010).

**Audit/monitoring:**

Mandatory elements of instructions must be subject to management checks (and may be subject to self or peer audit by operational line management, contract managers or HQ managers, as judged to be appropriate by the managers with responsibility for delivery). In addition, HMPPS will have a corporate audit programme that will audit against requirements to an extent and at a frequency determined from time to time through the appropriate governance.

<sup>1</sup> In this document the term Governor also applies to Directors of Contracted Prisons.

**Resource impact:** No impact is expected as this is a pre-existing established process for the management of mandatory lifers. There is a change to the membership of the MALRAP meeting under OMiC however this has been resourced under the new model.

**Contact:** [NOMSOffenderManagement@noms.gsi.gov.uk](mailto:NOMSOffenderManagement@noms.gsi.gov.uk)

**Deputy/Group Director sign-off:** Gordon Davison, Head of Public Protection Group

**Approved by OPS for publication:** Michelle Jarman-Howe, Joint Chair, Operational Policy Sub-board, February 2019

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## **1. Purpose**

- 1.1 Her Majesty's Prison and Probation Service (HMPPS) have an agreement with the National Police Chiefs' Council (NPCC) that allows for the provision of information by the Police Service, regarding prisoners serving life sentences for offences of homicide in England and Wales: mandatory lifers. In line with this Protocol, the police will supply a summary of evidence about the offence, which can be used to inform HMPPS' assessment of the risks posed by prisoners. In addition, the Protocol requires the police Senior Investigating Officer (SIO) to attend the MALRAP, in order to discuss the circumstances of the offence, the prisoner and the police investigation.

## **2. Outcomes**

- 2.1 Prisoners engage with their rehabilitation.
- 2.2 Prisoners take responsibility for their lives and decisions.
- 2.3 Prisoners successfully demonstrate to the Parole Board their suitability for release.

## **3. Requirements**

- 3.1 A copy of the police summary of evidence must be forwarded to the holding prison within two months of the date of sentence. Once received, the document must be marked "Official-sensitive - not to be disclosed" and kept in a secure location. The report must be strictly controlled, and only HMPPS staff acting in accordance with their duties in connection with the prisoner may have access to it. If the police summary of evidence is not forwarded within two months, arrangements should nevertheless be made for the MALRAP to be convened within 16 weeks of the prisoner's sentence.
- 3.2 The Offender Supervisor<sup>2</sup> must contact the police SIO and the Offender Manager to convene the MALRAP. The meeting should take place as soon as possible following receipt of the summary of evidence, and no later than 16 weeks after sentencing.
- 3.3 The following staff must attend the MALRAP<sup>3</sup>:
- Offender Manager;
  - Offender Supervisor; and
  - Police Senior Investigating Officer(s).

In addition, to ensure good practice, an HMPPS psychologist should attend the MALRAP where possible. In some cases it may be beneficial to invite other specialist staff. Under OMiC, the Head of Offender Management Delivery, Senior Probation Officer, will also be required to attend and to chair the MALRAP, along with the Prison Offender Manager, and a Case Administrator to take minutes.

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<sup>2</sup> Under the Offender Management in Custody (OMiC) model, life sentenced prisoners will have a Key worker and a Prison Offender Manager (POM); the POM will convene the MALRAP

<sup>3</sup> Under the current model, the Offender Manager, Offender Supervisor and the police Senior Investigating Officer are required to attend the MALRAP meeting. Under OMiC this changes to the Head of Offender Management Delivery – Senior Probation Officer, Prison Offender Manager, police Senior Investigating Officer, and a Case administrator.

3.4 Following the meeting a report (LISP2 – [Annex A](#)<sup>4</sup>) must be prepared by the Offender Supervisor, setting out the MALRAP’s conclusions, any risk factors and areas of concern. The report should be marked “Official-sensitive - not to be disclosed” and placed with the Source Planning Document (SPD). The MALRAP will inform the OASys risk assessment.

#### **4. Guidance**

- 4.1 The MALRAP is a crucial element of the risk assessment process and enables police officers involved in the criminal investigation to review and exchange information about the prisoner. It also highlights areas of concern at an early stage of an individual’s sentence. The MALRAP forms an integral part of the post sentence report completed by the National Probation Service (NPS).
- 4.2 Whilst there is currently no such protocol in place to provide the same information for discretionary lifers, good practice is to convene a MALRAP in these cases in order to gain as much knowledge to inform the risk assessment as possible.
- 4.3 One of the most valuable outcomes of a MALRAP is the receipt of information which may not have made it into the reports that HMPPS routinely receive following a prisoner’s conviction/sentence. Such information might include details of concerns the police had while investigating the case, around a prisoner’s behaviour or views on or around a particular group of individuals. For example, racist or misogynistic views or behaviour will be of significant relevance to how prisoners are managed in prison, in terms of the risks they pose to staff and other prisoners.
- 4.4 You may also want to consider widening the attendance of MALRAPs to include other staff that may gain from joining the meeting, outside of the mandatory attendance. Whilst you always have the option of sharing outcomes with other prison departments, some may wish to join the discussion, for example prison security departments.

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<sup>4</sup> Under OMiC, the Case Administrator will complete the LISP2.

# Multi-Agency Lifer Risk Assessment Planning (M A L R A P) Meeting Minutes

## L I S P 2

To be sent to Pre-Release section.

**H M P / Y O I:**

**First Reception Date:**

**Tariff:**

**Date of Sentence:**

**Forename/s:**

**Family Name:**

**Prison Number:**

**Security Category:**

Due to the inclusion of confidential and Victim's Charter-related information, this section must NOT be disclosed to the prisoner.

**M A L R A P Meeting**

**M A L R A P meeting convened at:**

**Date of M A L R A P meeting:**

<b>Staff attended in M A L R A P Meeting:</b>	<b>Service/Department/Role:</b>

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**Information Sharing from MALRAP Attendees:**

**Summary of Previous Concerns about Behaviour**

**Victim(s) / Victim Information**

**Any further / Additional Information**

**Completed by prison offender manager:**

**Signature:**

**Date:**



**MALRAP (Multi-Agency Lifer Risk Assessment Panel) – Terms of Reference:****Purpose of Meeting:**

The MALRAP is the forum for the provision of information to be shared by the Police Service regarding prisoners serving life sentences in England and Wales i.e. mandatory lifers. In line with Her Majesty's Prison and Probation Service (HMPPS) agreement with the National Police Chiefs' Council (NPCC), the police will supply a summary of evidence about the offence which can be used in completing future Offender Management risk assessments. The Protocol also provides for the police Senior Investigating Officer (SIO) to attend a meeting to discuss the circumstances of the offence, the prisoner and the police investigation.

The MALRAP is a crucial part of the risk assessment process and enables officers involved in the investigation to review and exchange information about the newly sentenced prisoner and to highlight areas of concern at an early stage of sentence. It should form an integral part of the Offender Manager's post sentence report.

Purpose of meeting is to:

- Ensure the protection of the public by the exchange of information, experience and expertise amongst criminal justice agencies;
- Share relevant information, including victim details;
- Inform the assessment of risk of serious harm as part of the Offender Manager's post-sentence report and the basis for sentence management; and
- Ensure all key personnel are identified at the earliest possible stage.

**Membership:**

Required Members<sup>5</sup> of the MALRAP:

- Offender Manager;
- Offender Supervisor; and
- Police Senior Investigating Officer(s).

Desirable Members of the MALRAP:

- Psychologists (optional; prison offender manager and Psychologist may discuss beforehand to see if attendance of psychologist would add value at MALRAP);
- Other specialist staff working with the prisoner; or
- Victim Liaison Officers (may contribute via the Offender Manager).

**Meeting Protocol:**

The police summary of evidence should be received within 2 months of the prisoner being sentenced and the MALRAP convened as soon as possible following receipt of this information. If the information is not forthcoming, the MALRAP should be arranged in any event and take place no later than 16 weeks after the prisoner has been sentenced, in order to support the POSTRA/B report and Start OASys assessment due at 16 weeks post sentence.

The Offender Management Unit (OMU) Case Administrator should arrange the meeting and send an invite to the police SIO and HMPPS psychologist, via the regional functional mailbox. HMPPS Psychology will determine, with the Offender Manager, if they are able to attend with their attendance adding value.

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<sup>5</sup> Under the current model, the Offender Manager, Offender Supervisor and the police Senior Investigating Officer are required to attend the MALRAP meeting. Under OMiC this changes to the Head of Offender Management Delivery – Senior Probation Officer, Prison Offender Manager, police Senior Investigating Officer, and a Case Administrator.

The Offender Manager will chair the meeting which will be held at the prison.

The purpose of information gathering at the MALRAP is:

- To identify, agree and record the previous areas of concern about behaviour individual prisoners have exhibited throughout their time in custody;
- To identify, exchange and record information relevant to the protection of victims, vulnerable witnesses or other known persons, who may be at risk from specific life sentenced prisoners, both during custody and following potential release; and
- To identify, exchange and record information relevant to the current risk management of individual life sentenced prisoners throughout their time in custody and identify actions.

**Deliverables:**

Minutes of the meeting (LISP2) will be marked as 'Official-sensitive – not to be disclosed' and placed in the custody Source Planning Document (SPD). The LISP2 will also be provided to the Public Protection casework section (PPCS). The MALRAP should form part of the OASys process.

**Information sharing:**

All documents, including the police summary of evidence, should be marked 'Official-sensitive – not to be disclosed' and placed in the SPD.

The documents must be strictly controlled and only prison staff acting in accordance with their duties in connection with the prisoner may have access to the material.

## Agenda

1. Introduction of MALRAP members
2. Information Sharing:

### Police

- Summary of the offence.
- The circumstances leading to the commission of the offence, including relevant background of the offender/s, including community ties, relationship with the victim.
- The review of the investigation, summary of interview with the lifer/s and witnesses.
- Links with the co-accused or others linked to the offence, which may have an impact on the custodial management.
- Issues forming part of the prosecution case or issues raised at court.
- Details of media coverage including any ongoing interest.
- Details of any victims, vulnerable witnesses or other person potentially at risk from the offender.
- Details of any other risk factors which are evident to the Police.
- Details of relevant previous convictions.

### Offender Manager

- Relevant domestic and historical data and summary of significant relationships.
- Any relevant medical or psychiatric history that may be involved in offending.
- Media coverage around the prisoner/offence.
- Hostility towards the prisoner and/or their family/friends/associates.
- Issues facing the prisoner during custody, and following potential release on life licence.
- Victim Charter issues.
- Any indications of identification or manifestation of risk factors.

### Offender Supervisor

- Prisoner's behaviour in custody to date.
- Prisoner's reactions to life sentence.
- Prisoner's attitude towards the offence, victim and motivation to address their offence.
- Prisoner's behaviour with staff and other prisoners.
- Any security issues relating to custodial management.

### Psychology (attendance optional)

- Information concerning the prisoner's behaviour and risk factors.
- Future involvement in case.
- Offender Personality Disorder pathway

### 3. Summary of Previous Behaviour Concerns:

#### 4. Victim Issues:

- Has the family engaged with a Family Liaison Officer/Officer in Charge?
- Has the family opted into the Victim Contact Scheme?
- Is the family eligible to receive a Victim Summary Report (VSR)/Serious Further Offence (SFO) Review?
- Has the family received a VSR/SFO Review?

### 5. Any further issues / information

### 6. Closure of meeting.