



The Law Society



Legal Aid Agency

## Crime Contract Consultative Group (CCCG) meeting

### Minutes

08 June 2021

V1.0

<b>When:</b>	Tuesday 8 <sup>th</sup> June 2021 at 15:00		
<b>Where:</b>	By Microsoft Teams		
<b>Chair Minutes</b>	David Thomas – LAA Eloise Wood - LAA		
<b>Attendees</b>	Adrian Vincent – BC Alice Mutasa – TLS Andrew Cosma – MMS Avrom Sherr – IALS Carol Storer - Chair of TLS A2J Cttee Daniel Bonich – CLSA Elaine Annable – LAA Elliot Miller – LAA Glyn Hardy – LAA	Helen Johnson – LAPG James MacMillan – MoJ Kate Pasfield – LAPG Kathryn Grainger - LAA Kathy Hartup - LAA Mark Troman – LCCSA Matt Doddridge – LAA	Neil Lewis - LAA Nick Ford – LAA Nick Poulter – LAA Richard Atkinson - TLS
<b>Apologies</b>	Arron Dolan - CBA Caroline Goodwin – CBA Chris Henley – CBA Gerwyn Wise – GCLAW	Henry Hills – SAHCA Ian Kelcey – CLC Jelena Lentzos – LAA Jill Waring – LAA John Foster – MoJ Jon Heavens - MoJ Melissa Thompson – LAA	Rakesh Bhasin-LCCSA Richard Miller Roger Ralph – CILEx Stuart Nolan – TLS Will Hayden - LAA

D Thomas confirmed papers and minutes were circulated in advance.

1. **Minutes** from April meeting were reviewed and approved.

Actions were discussed as follows.

<b>Actions from the last meeting and decisions from this meeting</b>			
APOCT04.	James to circulate documents which can be forwarded to members on status of CLAR and provide update in November.	J MacMillan	Closed
	Things have moved on with CLAR and James confirmed nothing more to say and they are hoping to have consultation later this month Sir Christopher Bellamy is undertaking an independent review of criminal legal aid and will report to the Lord Chancellor by the end of the year - JUNE21. Action is closed		
APFEB01. <b>NEW</b> <b>APJUN01</b>	EM/GB – worth taking it away to have a look at the channels through which defence can find URN? E Miller to continue this work with W Hayden. E Miller to feedback to HMCTS re: what can be done on the URN	E Miller and W Hayden	10 August
	A Cosma suggested if part of the information handed out in the DSCC centre, can also include the URN number? D Thomas agreed it was an interesting idea as it minimizes the problem and if this is something E Miller to explore with W Hayden. <b>New action point for EM and WH #AP1 [Jun]</b>		
APFEB04 - <b>NEW</b> APAPR01	N Evans keen to have any insights from the group based on the approach they have currently on PSR. DT asked for comments to be sent to NE by email.  Glyn H to speak to Nancy Evans to check if she has received the required feedback.	All	Closed
	G Hardy did check in with the team, they have got what they need for now but are keen to have an ongoing dialog with stakeholders, so will be wanting engagement further down the line. Action closed		
APFEB06 - <b>NEW</b> APAPR02 <b>NEW</b> <b>APJUN02</b>	H Johnson to email N Poulter details about a case regarding issues of obtaining a P45. M Troman to send details of a similar scenario to N Poulter  M Troman has sent examples to N Poulter re: attendance notes, for N Poulter to review.  N Poulter confirmed this is being looked at and N Poulter hopes to come back to the group soon.	N Poulter	10 August

	<p>MT has sent something through. N Poulter is hopeful something can be done but need to understand the risks.</p> <p>Data collection is taking place at the moment to quantify the risk.</p> <p>NP will hope to have more on this at the next CCG.</p> <p><b>#AP2 [Jun]</b></p>		
<p>APFEB07 - NEW APAPR03 <b>NEW</b> <b>APJUN03</b></p>	<p>N Poulter to speak to the Digital team and look into whether it is possible for the portal to be amended to get date stamp facilities for indictable offences</p>	N Poulter	10 August
	<p>Looking to add a digital change so that the date stamp would be a similar sort of date stamp as to what you would get on summary and either way offences.</p> <p>However, getting digital changes through at this time can be difficult therefore looking at a manual workaround which will take some extra time. Trying to get guidance sorted and hope to put something out in next few weeks but will share with the group first.</p> <p>NP to come back with some guidance to send to providers and share with group first to review <b>#AP3 [Jun]</b></p>		
<p>APAPR04 <b>NEW</b> <b>APJUN04</b></p>	<p>D Bonich asked a question in relation to sending fee. G Hardy confirmed that this can be taken away and provide an answer and if D Bonich has a specific example that he can share and send over, then it would be useful. D Bonich says he will send one over.</p>	D Bonich / G Hardy	10 August
	<p>No progress has been made on this, will take forward and update at the next meeting. <b>#AP4 [Jun]</b></p>		

D Thomas asked the rep bodies to send any queries they may have over the Teams chat to allow him time to answer them more efficiently.

## 2. Operational update

N Poulter went through the paper circulated to the group and outlined the report, noting that Applications are being processed within 2 days. Lowest ever record of rejects. N Poulter stated they have a dedicated team looking at anything with multiple rejects. This had proved effective, and the number of multiple rejects (defined as anything being rejected 3 times or more) had fallen from 149 in a 3 week period to 28 in a similar 3 week period. Work is ongoing to improve this even further.

Graduated fee claims are all being processed in 4 working days or less (plus the time taken for the payment run) despite the increase in volumes (intakes were at 125% of pre covid levels the week before the Bank Holiday).

N Ford sent round an email earlier in the day, flagging the online training that is available on AGFS and LGFS and encouraging both advocates and litigators to view the training to make sure that they are claiming for unused material correctly. N Poulter confirmed that only approx 30% of advocates and under

15% of eligible litigators were claiming the unused fee on eligible cases, despite the fact that for 0-3 hours, claiming involves 3 clicks, and there is no requirement for any additional supporting information.

### 3. CMA update

E Annable went through the paper circulated to the group. E Annable flagged the data is based on operational data and not published data, to hopefully to show trends on what is happening in Contract Management and Assurance.

### 4. Representative body queries

D Bonich asked a question re: re: Local Authority Duty Solicitor slots, that duty solicitors are rota'd in some areas and frequently see no cases, suggesting an alternative approach would be preferable. Liaison between HMCTS and LAA to look into this was suggested.

G Hardy asked for details to be sent in, a local engagement might work best managed at a court level, more information was needed on the Local Authority Duty Scheme to understand the issue

**APJUN05: D Bonich to send through details of the Local Authority Duty Scheme to G Hardy.**

**APJUN06: G Hardy to look into the Local Authority Duty Scheme.**

K Hartup flagged a training event about CLAR and stated that this will run on the 21<sup>st</sup> July 2021.

A Mutasa asked if there was anything about the training event on the website. K Hartup confirmed there was and stated that it will be a webinar and there will be opportunities for practitioners to ask questions. K Hartup is happy for the event to be publicised and will send details once it is drafted.

### AOB

No AOB raised. D Thomas thanked the group and ended the meeting.

### 5.

<b>Actions from this meeting</b>			
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The next meeting is on Tuesday 10<sup>th</sup> August 2021 via Teams