

Parole Review – E- Referral Form

The Parole Board submits the following details referring this case to the Official Solicitor to act as litigation friend of last resort:

Name and Date of Birth of client (serving prisoner):	
Prison and NOMIS number and current location:	
Type of Proceedings:	Parole Review
Brief summary of the proceedings, including the current stage of the proceedings:	
Are there any issues requiring urgent consideration (with timeframe):	
Are there any safeguarding issues:	
Next Hearing Date (paper review or oral hearing):	
Acceptance Criteria: (please attach evidence)	



<p>(a) Capacity</p>	<p>Has an assessment been made that the prisoner lacks litigation capacity? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Is there medical evidence stating client lacks litigation capacity? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If yes, please attach details to this referral form.</p>
<p>(b) Last Resort</p>	<p>Is there anyone else who could act as litigation friend?</p> <p>Yes <input type="checkbox"/></p> <p>No <input type="checkbox"/> Please set out what steps have been taken to identify an alternative litigation friend</p> <p>Possibly <input type="checkbox"/> Please provide details</p>
<p>(c) Funding</p>	<p>This question refers to funding for the costs incurred by the Official Solicitor in retaining solicitors and counsel to represent the prisoner before the Parole Board.</p> <p>If the prisoner is eligible for Legal Aid then the Official Solicitor will be able to instruct solicitors to apply for Legal Aid on behalf of the prisoner. However, Legal Aid is means tested and details will be required of the prisoner's financial position.</p> <p>Please provide as much information as you can about the prisoner's finances. This should include but not be limited to:</p> <ul style="list-style-type: none"> • The prisoner's national insurance number • Details of any funds in their prison account • Details of any prison earnings • Details of any funds held in a bank account by the prisoner • Details of any property (including their home) or valuable items held by the prisoner either separately or jointly • Details of any DWP appointee managing the prisoner's benefits before they entered prison • Details of any property and affairs deputy managing the prisoner's affairs • Details of any family members or friends informally managing the prisoner's affairs • Details of whether as a result of their offending the prisoner is subject to any proceedings under the Proceeds of Crime Act 2002 <p>It is understood that not all of this information will be available to the person completing this form but please make every effort to obtain as much of the information as possible. This will allow the Official Solicitor to determine if this is a case in which security for her costs will be available.</p>

Other issues	Possible feature of this case: <input type="checkbox"/> None identified <input type="checkbox"/> Community Care issues <input type="checkbox"/> Court of Protection issues <input type="checkbox"/> Capacity dispute <input type="checkbox"/> Other (please specify)
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***Please complete and return to the mailbox:
OS_Civil_Litigation@ospt.gov.uk***