

**Crime Contract Consultative Group (CCCG) meeting
Tuesday 20 August 2024**

Minutes

When	Tuesday 20 August 2024
Where	Via Teams
Chair	David Thomas
Minutes	Eloise Worrall
Present	<p>Alice Mutasa – TLS Andrew Cosma - MMS Avrom Sherr – IALS Elaine Annable – LAA David Thomas – LAA Glyn Hardy – LAA Graham Hughes - LAA James MacMillan –Moj Kate Pasfield – LAPG Matt Doddridge – LAA Melissa Thompson – LAA Neil Lewis – LAA Nick Ford – LAA Nick Poulter – LAA</p>
Apologies	<p>Adrian Vincent – BC Arron Dolan – CBA Carol Storer – LAPG Chris Minnoch - LAPG Chandni Brown – CILEx Daniel Bonich – CLSA Edward Jones - LCCSA Elliot Miller – LAA Fadi Daoud – LCCSA Gerwyn Wise – GCLAW Helen Johnson - LAPG</p>

	Henry Hills – SAHCA Jerome Lucey - LAA Jill Waring – LAA Kath Burdett - LAA Kathryn Grainger – LAA Mark Newby - TLS Martin Secrett - BC Rakesh Bhasin – LAPG Rebecca Booth – LAA Richard Miller – TLS Richard Owen – TLS A2J Sean Wardale - LAA Stuart Nolan – TLS Tony Ayton - LAA Will Hayden – LAA
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D Thomas welcomed attendees to the meeting.

1. Minutes from June meeting were reviewed and approved.

The minutes and actions were authorised by the group.

2. David Thomas - LAA support following August disorder.

DT wanted to reflect on the disorder and riots that we saw earlier this month and the end of last, DT thanked the group as he saw the criminal justice system respond well to the spike in disorder, rapid action was taken by courts which could not have happened without participation of the defence. There was a very small number of providers that had reached out to us because they had specific attacks or property damage primarily at their premises.

DT asked for any feedback or reflections from group as to where there was anything could be done differently.

KP stated that the comms from David at that time was very much appreciated and thanks was passed on.

3. Nick Poulter - Operational update

NP wanted to run through a few key areas from the performance pack which was shared prior to the meeting.

Intakes are significantly up on last year and that theme has continued over the last couple of months.

On Criminal legal aid applications intakes when they are compared to January this year to date with the same period there are 110% of where they were last year, which is a 10% increase. In more recent times as in the week after the disturbances intakes on applications were an increase of 120%.

Billing for that same period January to date, LGFS is 109% of last year in terms of the number of claims, whereas AGFS is at 116%.

CRM7s are at 93% there was less impact from the disturbances.

Despite all of those quite high volumes, processing has remained within target, as of last week there was 99.97% of legal aid applications within two days and currently processing LGFS and AGFS initial claims at 7 days.

NP wanted to update on Crime Apply on the application side, any new application for criminal legal aid, any fresh application from the 6th of August should be made through Crime Apply, currently there are around 86% of applications coming in through Crime Apply, which leaves 14% that aren't, hopefully all of that 14%, that's not on Crime Apply will be because of residual cases that are being coming through the Eform system, once they reach 27 August, if providers have still got cases that are in Eforms they can still be submitted, but they will need to be a fresh application in apply and will need to take a screenshot of the date stamp to allow to maintain the date stamp which is important to everybody.

NP highlighted that Graham's here from a CCU perspective.

GH stated that they are looking at a number of training options to ensure that the digital forms that are used in the criminal cases unit will be better used to hopefully reduce levels of rejects, those training videos and guides will be and uploaded to our training website and to the criminal cases unit web page on the.gov.uk website.

KH raised a question - In relation to the Eforms they have had member informing them that when they've made an application they get the record back, and it's got the either way offences on it, but the summary only offences aren't included in the Rep order?

NP stated that this has already been asked and AM will share the response with the group.

4.

Samera Naji and James Hansford - Update on - Equiniti access to historic data and the replacement services for CRM4/5/7's (Non-Standard Crime Claims)

SN wanted to give the group an update on the accessing historic Eforms.

Any historic Eforms already submitted will be available via the portal until 25 October. Following this date, all Eforms will be made available by a request to the customer service team, the service level agreement for responses is 5 working days, although the team are confident they can get the information back before 5 days, the team will download copies of the Eforms and they'll send them over by email.

Civil POA will no longer be available in Eforms and if you want to find out how you can submit civil POA SN will share the link to the information in the chat to this meeting. CRM 14 and 15s should no longer be submitted through Eforms. New submissions for CRM 4,5 and 7s will no longer be accepted via the Eforms portal from 4 October, providers will need to use the new non-standard crime claims applications services once they're available.

SN then passed over to her colleague.

MB stated that they have launched the public beta for apply for prior authority to incur disbursements, that means that all providers should now have access to this product via the LAA online portal.

All providers have been onboarded on CRM4 and also on CRM5 replacement service which is apply for extension of upper limit. They asked for providers to refrain from submitting CRM4 and CRM5 on the equity service and start using the new replacement services.

More information about the CRM7 built in service, there is currently no built-in feature to provide further information for nonstandard magistrates' court payments, which is different from CRM4.

Should anyone need to submit any further information, we ask you to do so by sending an email to crm7fi.request@justice.gov.uk.

All of this information is included in the digital service, there are instructions on what to do if you do need to request need do need to provide further information.

5.

Rep body ongoing topics and queries

There were no queries.

6.

AOB

There were no other business.

Next CCG will be held on Tuesday 22 October via Teams.