

ALCOHOL ABSTINENCE MONITORING REQUIREMENT

TOOLKIT

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MAYOR OF LONDON

OFFICE FOR POLICING AND CRIME





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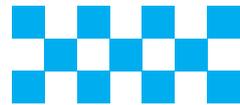


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PLEASE NOTE: This Tool Kit contains some repetition of information in order to allow parties to obtain the information from the sections most relevant to their particular department.

INTRODUCTION



MOPAC Compulsory Sobriety 'Proof of Concept Pilot'

This guidance has been developed for the key delivery partners involved with the Sobriety 'Proof of Concept Pilot'. It is designed to provide the reader with a clear understanding of:

- 1) Why MOPAC is carrying out the pilot
- 2) What the Alcohol Abstinence & Monitoring Requirement (AAMR) is
- 3) What the key aims and objectives of the pilot are
- 4) How will it work in practice
- 5) What are the roles and responsibilities of the partner agencies



WHY IS MOPAC CARRYING OUT THE PILOT?

It is estimated that around 44% of all violent offences are committed by offenders under the influence of alcohol; the total cost of alcohol related crime in the UK is between £8 billion and £13 billion per year.

London experiences disproportionate levels of alcohol related crime. Alcohol accounts for an estimated 40% of A&E attendances.

The Mayor of London successfully lobbied for legislation to allow for the introduction of a new sentencing power, the Alcohol Abstinence Monitoring Requirement (AAMR) to tackle the significant problem of alcohol related violence.

The legislation provides the Secretary of State with a power to pilot the AAMR and makes clear that an AAMR cannot be rolled out nationally before first being piloted.

As part of the work to reduce the volumes of alcohol related offending, and as a Mayoral manifesto commitment; MOPAC requested, after meeting various requirements, that the Secretary of State enacts a 'piloting order' which will allow MOPAC to run a proof of concept pilot scheme to test enforced abstinence as a requirement of community and Suspended Sentence Orders.

This approach is based on a model from South Dakota, USA but operated in accordance with UK legislation. Benefits include reducing recidivism and thus, reducing the number of people going into prison and the associated costs, and allowing offenders to remain with their families and in employment. It too combined the same principles to tackle substance misuse and the same basic approach of a testing regime and clear consequences for breach.

WHAT IS THE ALCOHOL ABSTINENCE & MONITORING REQUIREMENT (AAMR)?

The Courts are able to impose an Alcohol Treatment Requirement (ATR) as part of a Community Order or a Suspended Sentence Order for offenders who are dependent upon alcohol, with the offenders consent. In addition, they can make use of activity requirements for offenders to undertake alcohol awareness courses and receive support and guidance services.

However, a significant number of alcohol-related offences are not committed by dependent drinkers but rather those who misuse alcohol. For those offenders, there was a need to look at further tools in which to address such behaviour.

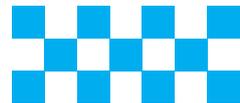
Provisions in the Legal Aid, Sentencing and Punishment of Offenders (LASPO) Act 2012, now provide courts with a power to

impose an Alcohol Abstinence and Monitoring Requirement (AAMR).

This new sentencing power allows courts to impose a requirement that an offender abstain from alcohol for a fixed time period of up to 120 days; and be regularly tested to ensure compliance; as part of a Community Order or a Suspended Sentence Order.

Unlike the existing ATRs the offender does not need to consent to the terms of the AAMR; there is no need for the offender to consent to their alcohol consumption being monitored.

MOPAC want to test the use of Alcohol Abstinence and Monitoring Requirements as part of our response to tackling and reducing the volume of alcohol-related crime (e.g. taking away the factor that caused the offending for a period).



The Government and MOPAC's overall objectives in making legislative provision for enforced abstinence are:

- To end the notion that drinking alcohol is an unqualified right without any associated sense of responsibility; and
- To punish offenders for alcohol fuelled offending.

WHAT ARE THE KEY AIMS AND OBJECTIVES OF THE PILOT?

This will be a 'proof of concept' pilot with three objectives:

- to test how widely Magistrates' Court use the AAMR, and the technical processes within the criminal justice system;
- to evidence compliance rates of the AAMR; and
- to evidence the effectiveness of 'transdermal tags' in monitoring alcohol abstinence.

Due to the small size of the pilot, MOPAC do not consider that it is possible to scale the findings up to a national level or to draw any conclusions from it. This proof of concept pilot would therefore not provide any evidence on the likely impact of a full scale sobriety requirement although it might suggest further areas for exploration.

It is suggested that the AAMR has the potential to:

- reduce the number of alcohol related incidents, particularly violence related incidents and recidivism, therefore making improvements in public safety, perception of safety and public wellbeing.
- reduce the cost of alcohol related crime to statutory services, including police, health and local authority budgets.
- support a long-term shift in public attitudes towards the use of alcohol, by making a clear statement about the acceptability of behaviour surrounding alcohol consumption, supported by clear consequences.

PILOT BOUNDARIES

The pilot is limited both in geographical terms and by the number of offenders. The pilot scheme will run for approximately 12 months¹ and the intention is to target between 100 and 150 offenders.

The pilot will run in the boroughs of Croydon, Lambeth, Southwark and Sutton in South London and the intention is to be ready to commence on 31st July 2014.

The pilot will be aimed at offenders who commit offences in and reside within one of the four pilot boroughs, which comprise the South London Local Justice Area. For the purposes of the pilot, the AAMR would not be suitable for offenders, who reside outside of the boroughs.

1. Whilst the pilot is fixed for 1 year, the Contractor will be required to continue to monitor any offenders who are still on the AAMR after the pilot has ended. This will be in situations where an offender has received an AAMR within the final weeks or days of the pilot.



ALCOHOL ABSTINENCE MONITORING REQUIREMENT

OFFENDER COHORT

The pilot is not limited by offence type; however MOPAC recommend that offences linked to Domestic Violence, be excluded from receiving the AAMR. If the offence is imprisonable and the offender has reached the Community Order or custodial threshold then a Sentencers can impose the AAMR requirement.

The AAMR will be available to courts as part of a Community Order or Suspended Sentence Order **if** the following conditions are met:

- Consumption of alcohol must be an element of the offence or an associated offence, or the court has to be satisfied that consumption of alcohol was a factor that contributed to the offender committing the offence or an associated offence;
- The offender must **not** be dependent on alcohol;
- Probation staff must carry out pre-court screening, which will include alcohol screening. A signed declaration from the offender should be obtained by the Responsible Officer; where the offender states that they are not dependent on alcohol;
- The court must not include an Alcohol Treatment Requirement (ATR) in the order (ATRs are for dependent drinkers only);

and

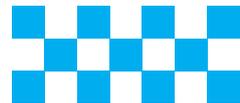
- There must be alcohol abstinence monitoring arrangements available in that area.
- The offender must have offended in one of the four pilot boroughs (Southwark, Lambeth, Sutton & Croydon)
- The offender must reside in one of the four pilot boroughs (Southwark, Lambeth, Sutton & Croydon)
- The offender should have a fixed abode with a continuous supply of electricity. In exceptional circumstances, the AAMR may be imposed on offenders who do not have stable accommodation, providing they live within the four pilot boroughs and are able to attend the AAMR base monitoring unit at a single address on a daily basis.

LENGTH OF ORDER

Once the AAMR is in place, the offender must abstain from consuming alcohol for the period of time specified by the court. Consumption includes any method whatsoever of alcohol getting into an offender's body. The period of abstinence can be up to 120 days and the court will decide how long the period of abstinence should be.

ALCOHOL CONSUMPTION

The Act also allows the court to specify that the offender cannot drink more than a specified amount of alcohol (expressed as the proportion of alcohol in any one or more



of the offender's breath, blood, urine, sweat or by some other means); thus allowing for the possibility of minimal drinking rather than abstinence. For the purpose of the pilot, this provision will not be used and complete abstinence will be enforced.

MULTIPLE REQUIREMENTS

The Act does not require the AAMR to be combined with other requirements (such as supervision or curfew), but it may be suitable to combine requirements at times (other than with Alcohol Treatment Requirements).

BREACH

The offender must "submit" to the monitoring of their alcohol abstinence. If the offender fails to submit to monitoring, without reasonable excuse, this will be considered a potential breach of the requirement.

For the purpose of this pilot, MOPAC will use transdermal electronic monitoring for the alcohol abstinence and monitoring requirement and no other monitoring equipment.

Standard breach procedures for a Community Order and Suspended Sentence Order will apply.

This means that if the Responsible Officer considers that the offender has failed to comply without reasonable, they will issue a

Breach Notice Letter in accordance with a legislatively prescribed Duty to Warn. When the offender has already been provided with such a warning, breach proceedings will commence.

In exceptional circumstances, breach proceedings can be initiated following a single failure to comply. This may occur where there has been an incident that is deemed 'so serious' or risk dictates that immediate action is needed.

Breach proceedings may also be initiated for offenders subject to Suspended Sentence Order if the offender is convicted of an offence during the operational period of the Order. For a Suspended Sentence Order, there is a presumption that the Court will activate the custodial element, unless they feel that it is unjust to do so given in all the circumstances.

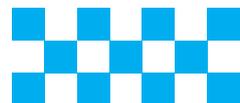
(See AAMR process chart, Appendix A; and Breach proceedings process map, Appendix B.)

MOPAC CONTRACTOR

The Contractor will monitor offender compliance with AAMR requirements in the alcohol abstinence pilot described above on a permanent basis. (The functional specification can be found in Appendix C).

1. Whilst the pilot is fixed for 1 year, the Contractor will be required to continue to monitor any offenders who are still on the AAMR after the pilot has ended. This will be in situations where an offender has received an AAMR within the final weeks or days of the pilot.

CHAPTER 1



ELIGIBILITY FOR AN ALCOHOL ABSTINENCE MONITORING REQUIREMENT

LEGISLATION

The Alcohol Abstinence Monitoring Requirement (AAMR) was introduced under section 76 of the Legal Aid, Sentencing, Punishment of Offenders Act 2012. For the purpose of this pilot, it provides the court within the South Local Justice Area with the power to impose a Community Order or a Suspended Sentence Order with an AAMR requirement.

THE REQUIREMENT

When an AAMR is imposed on an offender under a community based order, the offender will be tagged by a transdermal alcohol monitoring device and their alcohol consumption monitored for a period of up to 120 days. During the specified period of the Order, the offender will be required to abstain from the consumption of alcohol entirely.

CRITERIA

During the pilot, the following criteria must be met before a court can consider an offender for a community based order with a AAMR:

- 1) the court must be satisfied that the offence(s) for which the offender is to be sentenced, meet the threshold of community based order.
- 2) the consumption of alcohol by the offender is an element of the offence for which the order is to be imposed or an associated offence, or

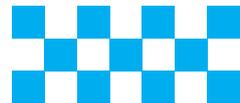
- 3) the court is satisfied that the consumption of alcohol by the offender was a factor that contributed to the commission of that offence or an associated offence.
- 4) the AAMR will not be applicable to domestic violence related offences or offenders who are already on Orders for domestic violence offences at the time of sentencing.
- 5) The offender must have committed the offence(s) in Lambeth, Southwark, Croydon or Sutton and reside in one of these areas.

OFFENCES WHICH MAY QUALIFY FOR AN AAMR

Offences which may qualify for an AAMR include, but are not limited to the following:

- Driving with Excess Alcohol
- Common Assault
- Actual Bodily Harm
- Assault PC
- Resisting Arrest
- Breach of an ASBO
- Criminal Damage
- Theft
- Public Order Act offences where a community based order is a possible sentencing option.

CHAPTER 2



METROPOLITAN POLICE SERVICE

ROLE WITHIN THE PILOT

The Metropolitan Police Service's (MPS) is responsible for ensuring the influence of alcohol in offences is highlighted. This should take place in accordance with the charge and arrest procedures.

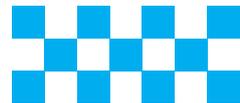
MG5 (CASE SUMMARY) FLAG

The MPS are responsible for ensuring a flag or marker is recorded on MG5s in offences where the offender may be eligible for an AAMR. In order to be eligible, the offender must meet the criteria below.

HOW TO FLAG

The MPS should ensure that a statement is contained on the MG5 that clearly confirms that 'the offenders consumption of alcohol was a component that appeared to contribute to the offence'.

CHAPTER 3



HER MAJESTY'S COURT & TRIBUNAL SERVICE

THE ROLE OF HER MAJESTY'S COURT & TRIBUNAL SERVICE (HMCTS)

Within the context of the pilot, the role of HMCTS is primarily:

- 1. To sentence the offender to a community based order with an AAMR, providing they have met the criteria in Chapter 1.**
- 2. Facilitate any breach proceedings, when an offender fails to comply with a community based order with an AAMR.**

RESPONSIBLE PARTIES

The court should expect to see the alcohol elements flagged in MG5s (via MPS). However, the District Judges, Magistrates and Legal Advisers will also have responsibility for identifying cases that may be eligible for an AAMR.

ASSESSING SUITABILITY

Where an offender appears before a magistrates' court within the South Local Justice Area and the court identifies that the offender may be eligible for a Community Order or a Suspended Sentence Order with an AAMR, they should request a report from the National Probation Service (NPS).

A Court Officer within the NPS will conduct an assessment and prepare a pre-sentence report for the court. Depending on the nature of the offence and the offenders circumstances, the report may be presented on the same day, within 5 working days or within 3 weeks. The NPS Court Officer will indicate the required period of time needed for the report when it is requested.

SENTENCING

The NPS Court Officer will assess the offenders suitability for an AAMR and any other requirements for which an offender may be suitable. These recommendations will be presented to the Court in the Pre-Sentence Report.

The Court has the power to impose the AAMR as a stand alone requirement under a community based order or in conjunction with other requirements.

The AAMR is considered a punitive requirement and whilst the Court may be guided by the pre-sentence report, it is for the judiciary to determine the length of any requirement they wish to impose (within the confines of the period prescribed in legislation).

In sentencing an offender to an order with an AAMR the Court must be satisfied that:

- 1) The consumption of alcohol by the offender is an element of the offence for which the order is to be imposed or an associated offence, or**
- 2) The consumption of alcohol by the offender was a factor that contributed to the commission of that offence or an associated offence.**

And that:

- 3) the offender is not dependent on alcohol, and**
- 4) the court does not include an alcohol treatment requirement in the order.**



AAMR MONITORING FORM

It is essential that the Legal Adviser completes the Excel spreadsheet on any case where:

- 1) Alcohol is identified as a contributing factor for the original offence,**
- 2) where the court identify that a AAMR may be appropriate, or**
- 3) where the AAMR is recommended in the Pre Sentence Report.**

This spreadsheet can be found on the HMCTS database.

For further information, please contact Kevin Barker (Bench Legal Manager).

ACTIONS FOLLOWING THE IMPOSITION OF THE ORDER

Once the Judiciary has passed sentence (an Order with an AAMR), the Court is responsible for ensuring the offender is clear as to what happens next. The Court should explain the following expectations:

1. The offender must keep in touch with the responsible officer in accordance with such instructions as he may from time to time be given by the responsible officer.
2. The offender must notify the responsible officer of any change of address.
3. EMS will be attending the offender's address to fit the Alcohol Tag. Please ask the offender to select a time slot between: 1) 3pm – 6pm, 2) 6pm – 9pm, 3) 9pm – 12am. This should occur regardless of the time of day EMS are

to be notified of the order. Please enter select this on the AAMR Referral Form (Appendix D).

4. The offender must ensure that he/she cooperates in full with the EMS Officer and provides access to the address.
5. The offender is subject to the order with immediate effect. Hence, the offender is not allowed to drink any alcohol for the duration of the AAMR.
6. The offender will be breathalysed by EMS prior to the Alcohol Tag being fitted.
7. Unless the offender has been provided with an induction date already, a responsible officer (Probation) will be contacting the offender shortly to confirm the time, date and location of his/her induction meeting.
8. A failure to comply with any of the above may result in breach proceedings.

The Court should confirm that the offender has understood the information above and obtained their endorsement on the AAMR Referral Form (please see Appendix 1), which will be sent to EMS.

BREACH PROCEEDINGS

Whilst the NPS or CRC will initiate the breach proceeding, the Court will be responsible for facilitating hearings and pass sentence if the offender is convicted of failing to comply with an Order.



THE POWERS AVAILABLE TO THE COURT

1. Community Order

Where an offender is convicted of failing to comply with a Community Order with an AAMR, the Court must:

- a) Allow the order to continue and make it more onerous by imposing an additional requirement, and/or
- b) Allowing the order to continue and making it more onerous by extending an existing requirement, and/or
- c) Extend the Order past its maximum period for up to 6 months. This option is only available to the Court on one occasion during the course of the Order. This would not necessarily be applicable to the AAMR, but may apply to other requirements on the same Order, e.g. supervision. Or,
- d) Allow the Order to continue and impose a fine to mark the breach. Or,
- e) Revoke the existing Community Order and resentence the offender for the original offence.

2. Suspended Sentence Order

Where an offender is convicted of failing to comply with a Suspended Sentence Order with an AAMR, the Court must:

- a) Activate the custodial element of the Order in part or full, unless the Court believe it is unjust to do so in the circumstances.
- b) Where the Court believes it is unjust to activate the Suspended Sentence Order, the court must:
 - i) Allow the order to continue and make it more onerous by imposing an additional requirement, and/or
 - ii) Allowing the order to continue and making it more onerous by extending an existing requirement, and/or,
 - iii) Extend the Operational Period of the Suspended Sentence Order up to the limit of 24 months and/or make the Order more onerous by adding further requirements.
 - iv) Allowing the Order to Continue and marking the breach with a fine.

CHAPTER 4



NATIONAL PROBATION SERVICE (NPS) COURT TEAM

THE ROLE OF THE NPS COURT TEAM

The NPS Court Team will be responsible for assessing whether the offender is suitable for an AAMR.

PRE-SENTENCE REPORT CHECKLIST.

A checklist has been produced to assist the PSR author to assess the offender's **eligibility** under the terms of the Compulsory Sobriety Pilot. Please refer to Appendix E. Eligible offenders should then be assessed for their **suitability** for an AAMR.

THE ASSESSMENT TOOL

The Court Team will use the Alcohol Use Disorder Identification Test (AUDIT) to assess whether the offender is suitable for an AAMR. The AUDIT tool will indicate the level of an offender's drinking: sensible 0-5, increasing risk 6-15, higher risk 16 – 19 and possible dependence 20+.

As the AAMR enforces abstinence, it is only suitable for offenders drinking at non-dependent levels. Hence, it is most suitable for those people who score between 6 and 19. Factors such as the offender's living situation and personal circumstances should be taken into consideration prior to proposing the AAMR.

Where an offender scores above 20, he/she is not suitable for the AAMR and should be referred to an Alcohol Treatment Assessor, where an Alcohol Treatment Requirement assessment may be considered. If this occurs, the offenders will be excluded from the AAMR.

STAND ALONE AND ORDERS WITH MULTIPLE REQUIREMENTS

The AAMR can be a stand alone requirement under a Community Order or a Suspended Sentence Order. Alternatively, it may also be imposed as one of a number of requirements. The NPS officer should also consider other requirements in their pre-sentence report in order to ensure the Order is proportionate to the offence and will sufficiently address his/her offending behaviour. The AAMR is essentially a punitive requirement.

ADDITIONAL FACTORS TO CONSIDER DURING A PRE SENTENCE REPORT INTERVIEW

- The AAMR can be imposed on offenders who do not have stable accommodation, but caution should be taken before a recommendation of this nature takes place. Unlike a curfew, the requirement does not impose a duty on offenders to remain at a specified address for hours of the day/night. Hence, the requirement may be imposed on offenders who do not have stable accommodation, providing they live in one of the four pilot areas and they notify the responsible office of any changes of address. The AAMR Base Unit can be moved between addresses without the intervention of EMS. Clearly, all relevant monitoring parties would need to be notified.
- Enquiries should be made as to whether the offender is intending to travel for the next 120 days. The reason for this is that the offender will be required to report to the base unit at least every 24 hours at 1 of 2 specified times. Whilst the offender cannot be prevented from going on holidays, a failure to report to the base unit will result in a breach being recorded.
- Does the offender live in a caravan? If yes, a site survey will need to be conducted by EMS prior to the imposition of an AAMR. This is to ensure suitability. This is the only circumstance when a site survey is required.
- Does the offender have a shower? If he/she only has a bath, they must be aware that they must not submerge the device into the water.
- Does the offender have electricity at their home address? The base unit requires electricity and must be plugged in. However, it can run for 48 hours on a backup battery.



EXCLUSIONS

The following offenders are excluded from the AAMR:

- those who are dependent on alcohol
- those who are being sentenced for a domestic violence related offence
- those who are subject to a live order for a domestic violence related offence.
- those who have domestic violence related proceedings outstanding at the time of the Pre Sentence Report.

Offenders with the following medical conditions are also excluded from the AAMR:

- type 1 diabetics
- those who have circulation problems
- those with nerve damage
- a history of swelling
- nickel allergies
- deep vein thrombosis.

The Pre-Sentence Report Checklist is contained in Appendix E.

When assessing an offender for an AAMR, the NPS Officer can call 08080 011 025 if he/she requires any clarification with regard to the restrictions.

AAMR MONITORING FORM:

Regardless of whether the NPS Court Officer has proposed an AAMR, if an AUDIT assessment has been conducted with a view to considering the AAMR, it is essential that an officer within NPS completes the short survey entitled 'Alcohol Abstinence Monitoring Requirement Questionnaire,' which can be found in Appendix F. This is to assist in the evaluation of the pilot.

Please provide the survey to your SPO who will be asked to retain it in a folder for the project evaluation team.

SENTENCING GUIDELINES

Due to the fact that the AAMR is an entirely new requirement, official sentencing guidelines are yet to be produced.

Where the offender is assessed as suitable for an AAMR and the NPS Court Officer wishes to include such a requirement into the Pre Sentence Report, he/she must propose the duration of the requirement. The proposed duration should take into consideration:

1. aggravating features of the offence,
2. culpability,
3. mitigation,
4. repeat offending.

Consequently, the officer should then determine whether the case is deemed low, medium or high seriousness.

A proposal should be made in accordance with the guide below:

Low	30 – 60 days
Medium	60 – 90 days
High	90 – 120 days

IF AAMR IS RECOMMENDED

Where the author of the PSR recommends an Order with a AAMR, the author should provide the offender with the AAMR Guidance document, which can be found in Appendix H.

SENTENCING NOTIFICATIONS:

The NPS Court Team are responsible for processing sentence notification in accordance with current operating procedures.

Please ensure that whenever an Order is imposed with an AAMR, a copy of the sentence notification is sent to Amit Sethi amit.sethi@probation.gsi.gov.uk

Please also send a copy of the Sentence Notification to EMS:

neworders.amendments@ems.co.uk.cjism.net

CHAPTER 5



ELECTRONIC MONITORING SERVICES

ROLE WITHIN THE PILOT

The role of Electronic Monitoring Services (EMS) within the context of the pilot include the following:

1. Fitting the Alcohol Tag and Base Unit on the offender.
2. Explaining the terms and conditions of the Order.
3. Providing the Responsible Officer with AAMR compliance reports.
4. Maintenance of the alcohol monitoring equipment
5. Removal of the alcohol monitoring equipment.

EMS operate 24 hours a day and are a resource to assist the offender in completing the AAMR. They also have a Freephone telephone number for the offenders to call if necessary.

FITTING THE ALCOHOL TAG

If the AAMR Referral Form (Appendix D), is received by 4pm, EMS will attend the offenders address on the same day at the time slot specified on the form.

If EMS are notified after 4pm, an officer will still attempt to attend on the same day during the specified time slot. However, where this is not possible, EMS will call the offender and make suitable arrangements to attend as soon as practicably possible. This will be within 24 hours.

The EMS Officer will set the monitoring time (2 every 24 hours) after discussing it with the offender.

ON-SITE INDUCTION

On attending the offender's address, he/she will be breathalysed to ensure that no alcohol has been consumed since the imposition of the Order at Court and to calibrate the Alcohol Tag. The EMS Officer will explain the terms and conditions and obtain endorsement of the offender's understanding. A copy of the AAMR Compliance Rules, which contains the terms and conditions, can be found in Appendix G.

The offender will also be provided a copy of AAMR Guidance document, which provides

the offender with greater detail of the AAMR monitoring equipment (please see Appendix H).

Where an offender refused to endorse the document, the EMS Officer should record this on the document and sign it. They should also confirm on the same document that the terms and conditions were verbally explained to the offender. During the fitting, the EMS Officer will also ask the offender to complete and Entry Survey.

SETTING THE REPORTING TIMES

The EMS Officer will generally set 2 reporting times per unit. The EMS Officer will agree these times with the offender when conducting the on site (address) induction. The offender will be required to report to the Base Unit in order to allow monitoring/uploading of alcohol consumption information from the Alcohol Tag. A failure to report to the unit at one of the specified times within a 48-hour period of time may result in breach action.

SETTING THE REPORTING TIMES

The EMS Officer will generally set 2 reporting times per unit. The EMS Officer will agree these times with the offender when conducting the on site (address) induction. The offender will be required to report to the Base Unit in order to allow monitoring/uploading of alcohol consumption information from the Alcohol Tag. A failure to report to the unit at one of the specified times within a 48 hours period of time may result in breach action.

FOLLOWING SUCCESSFUL APPLICATION OF THE ALCOHOL MONITORING EQUIPMENT

Following successful application of the monitoring equipment, EMS will contact the CRC or NPS via the relevant email address and:

1. confirm that the equipment has been fitted successfully
2. provide a copy of the AAMR Referral Form
3. provide an endorsed copy of the AAMR Compliance Rules document that confirm that the offender understands the requirements.



COMMUNICATING WITH NPS/CRC

General communication with the responsible officer should be made via the email addresses below. The AAMR Referrals Form should indicate whether the offender is supervised under the NPS or CRC and the relevant area in which they reside can be ascertained from the offenders address:

CRC.AAMRSouthwark@london.probation.gsi.gov.uk
CRC.AAMRLambeth@london.probation.gsi.gov.uk
CRC.AAMRCroydon@london.probation.gsi.gov.uk
CRC.AAMRSutton@london.probation.gsi.gov.uk
NPS.AAMRSouthwark@london.probation.gsi.gov.uk
NPS.AAMRLambeth@probation.gsi.gov.uk
NPS.AAMRCroydon@probation.gsi.gov.uk
NPS.AAMRSutton@probation.gsi.gov.uk

MAINTENANCE

EMS are responsible for ensuring that monitoring equipment is consistently operating throughout the duration of the requirement. They may need to attend the offender's address in order to change batteries or confirm equipment is operating correctly. Efforts will be made to communicate with the offender and notification provided to NPS or CRC, if the situation warrants.

DE-TAGGING

The day before the AAMR is due to expire, EMS will contact the offender in order to arrange de-tagging and collection of the alcohol monitoring equipment.

On attendance at the offender's address, EMS will conduct Exit Survey.

REPORTING

Three primary events will be reported to the Responsible Officer:

1. **Compliant** – A weekly report will be submitted to confirm the offender has been compliant.
2. **Non Compliant** - A breach will be reported as soon as possible following the event.
3. **Confirmed Event** – This is where something has taken place that requires action from the Responsible Officer, e.g. calling the offender to query an incident.

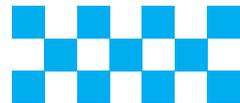
FAILURES TO COMPLY

When an offender fails to comply with the AAMR, EMS must notify the relevant Responsible Officer. The information provided will depend on the type of failure to comply and the information subsequently requested by the NPS/CRC Responsible Officer.

1. The Responsible Officer must always be notified of a failure to comply. This should occur by way of an AAMR Notification Form. This form will clearly communicate the manner in which the offender has breached the requirement.
2. The Responsible Officer must then write to the offender (Breach Notification) and query the reason for the failure to comply. The Responsible Officer should also seek to contact the offender via a telephone call to query the reason for the failure to comply.
3. If necessary, the Responsible Officer will request a copy of the AAMR contact log. This will depend on whether it is required in the circumstances and whether it is the offender's first or second breach of the Order.
4. Where the offender has failed to comply for a second time and breach proceedings are to be initiated, the induction documents and full contact log should be requested by the Responsible Officer. EMS should supply these within 24 hours.
5. If the failure to comply is by way of unacceptable behaviour or the offender has failed to allow access to the address (following 2 attendances), it is likely that breach proceedings will be initiated and the:
 - full contact log
 - any incident reports
 - AAMR Notification Form (breach details)

must be submitted to the Responsible Officer.

CHAPTER 6



ALCOHOL MONITORING SYSTEMS LTD

ROLE WITHIN THE PILOT

Alcohol Monitoring Systems Ltd (AMS) are a vastly experienced company in the enforcement of Alcohol Abstinence. They are the manufacturer of the transdermal alcohol monitoring equipment that will be used in the enforcement of the AAMR orders.

The role of Alcohol Monitoring Systems Ltd (AMS) within the context of the Pilot will be to monitor the compliance of offenders who are made subject to an Alcohol Abstinence Monitoring Requirement. AMS is based in the US. The Alcohol Tags will transmit information to AMS in real time, who will then interpret the data and provide analysis. Once the data analysis is completed, AMS will relay information on compliance or non-compliance to EMS.

ENFORCEMENT

Whether an offender is compliant with the requirements of a AAMR or not, AMS will ensure EMS is provided with full reports. EMS will then provide a copy of these reports to Probation (CRC or NPS).

Should a failure to comply with the AAMR be contested by an offender on the basis of the accuracy or reliability of the equipment or the analysis, supporting evidence will be coordinated and delivered by AMS. AMS will coordinate the defence of the technology with the responsible parties, i.e. the Responsible Officer and the NPS Enforcement Department. With the exception of such circumstances, the CRC or NPS should have little or no contact with AMS.

The primary contact for the CRC or NPS will be EMS.

AAMR TRAINING AND BRIEFINGS

Between June 2014 and May 2015, AMS will conduct AAMR training and briefings with Stakeholders in order to increase awareness of the manner in which the AAMR equipment operates. AMS will attend the Programme Board and Local Implementation Group meetings on a regular basis.

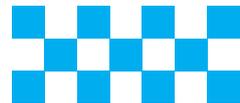
MONITORING EQUIPMENT

AMS will be responsible for monitoring any issues with the Alcohol Tag and Base Unit during the course of an Order. Any issues will be reported to the Evaluation Team within MOPAC.

For additional information, please visit

www.scramsystems.com

CHAPTER 7



NATIONAL PROBATION SERVICE OR THE LONDON COMMUNITY REHABILITATION COMPANY

ROLE OF NPS AND CRC OPERATIONAL STAFF

Officers within the NPS and CRC are deemed the 'Responsible Officer' for the purpose of any Community Order or Suspended Sentence Order with an AAMR. Officers are responsible for enforcement of the Orders. This includes:

1. Despatching breach notice letters;
2. Initiating breach proceedings;
3. Submitting applications to amend Orders;
4. Submitting applications to revoke and resentence in the interest of justice;
5. Delivery of Identification and Brief Advice (IBA).

NOTIFICATION OF THE ORDER

Once an Order has been imposed by a Court, the Responsible Officer will receive confirmation of the details through the Sentence Notification, which will be sent to either the NPS or CRC from the NPS Court Team. This will follow the normal internal procedure.

Regardless of whether the officer is within the CRC or NPS, an NPS Officer will be responsible for creating the case on nDelius and transferring it to the CRC (where applicable). It is very important that this takes place as soon as practicably possible, as EMS will be contacting the Responsible Officer in order to confirm whether or not the Alcohol Tag was fitted and terms and conditions explained to the offender.

SPECIFIC POINTS OF CONTACT (SPOC)

Due to the limited number of cases within the pilot, it has been agreed that the NPS and CRC will limit the number of officers allocated to cases with AAMRs. These parties will have access to the local AAMR mail boxes and these must be checked daily.

THE AAMR MAIL BOXES

Each of the four areas will have their own mail box:

CRC.AAMRLambeth@london.probation.gsi.gov.uk
CRC.AAMRCroydon@london.probation.gsi.gov.uk
CRC.AAMRSutton@london.probation.gsi.gov.uk
CRC.AAMRSouthwark@london.probation.gsi.gov.uk
NPS.AAMRSutton@probation.gsi.gov.uk
NPS.AAMRSouthwark@london.probation.gsi.gov.uk
NPS.AAMRLambeth@probation.gsi.gov.uk
NPS.AAMRCroydon@probation.gsi.gov.uk

ELECTRONIC MONITORING SERVICES

As indicated in Chapters 3 and 5, the Court is responsible for notifying EMS that an AAMR has been imposed on the same day as sentence. It is expected that EMS will coordinate the fitting of the Alcohol Tag on the same day.

EMS will contact the NPS or CRC (depending on where the case has been assigned) in order to confirm that the Alcohol Tag has been fitted. They will do this by emailing the AAMR inbox. EMS will then continue to send all updates to this inbox. These updates will include:

1. Notification of any breaches.
2. Weekly progress reports on compliance with the AAMR.
3. General communication with regard to specific offenders and the progress of their Orders.

NPS/CRC officers are responsible for updating nDelius with the progress reports.

Any email to EMS should be sent to:
SpecialCo@ems.co.uk.cjsm.net and must be entitled: 'MOPAC AAMR' (entered into the subject box on emails).



INDUCTION

Offenders should be invited to attend a one to one induction meeting with their Responsible Officer within 5 working days of being sentenced to the Order. Please see Appendix I for key documents to be discussed at the Induction Meeting.

IDENTIFICATION AND BRIEF ADVICE (IBA)

Where offenders subject to the AAMR are drinking at increasing and higher risk levels it is good practice for the Responsible Officer to deliver five to ten minutes of 'Brief Advice' (BA). BA constitutes: feedback on an individual's drinking level; safe drinking levels; a discussion about future health harms if drinking patterns continue and a menu of options to reduce future risky drinking. An IBA should be conducted immediately after the induction meeting. For details with regard to the content of IBAs, please speak with your local SPO.

ON SUCCESSFUL COMPLETION OF THE AAMR

Where an Order with an AAMR is imposed without a Supervision requirement, it is good practice to invite the offender to meet with the Responsible Officer at their office in order to discuss strategies for reducing future offending. The Responsible Officer should also have a conversation with the individual highlighting their reduced tolerance to alcohol following abstinence and reaffirm strategies from the BA to reduce future risky drinking. This may also be an opportunity to congratulate the offender on successful completion of the order. However, such appointments are not enforceable.

Where the offender fails to accept the invitation, it is good practice for the Responsible Officer to call the Offender and discuss the offender's behaviour and tolerances.

Where an Order with an AAMR is imposed alongside a Supervision requirement, it is also good practice to discuss the above points with an offender, however this appointment can be made enforceable through ensuring an instruction is given to attend the appointment.

FAILURES TO COMPLY WITH THE AAMR

The following acts would constitute a failure to comply with the AAMR:

1. If the offender is not home or refuses access to the address (having already agreed a suitable time at Court).
2. If the offender refused to allow the Alcohol Tag to be fitted.
3. Drinking any alcohol.
4. Damaging the Alcohol Tag or the Base Monitoring Unit.
5. Tampering with the Alcohol Tag or the Base Monitoring Unit.
6. Failing to report to the Base Monitoring Unit every 48 hours at the specified times.
7. Unacceptable, inappropriate or abusive behaviour or communication towards an officer facilitating the Order.

REPORTING

Three primary events will be reported to the Responsible Officer:

1. Compliant – A weekly report will be submitted to confirm the offender has been compliant.
2. Non Compliant - A breach will be reported as soon as possible following the event.
3. Confirmed Event – This is where something has taken place that requires action from the Responsible Officer, e.g. calling the offender to query an incident.



WHICH DOCUMENTS WILL BE PROVIDED BY EMS AND WHAT SHOULD BE REQUESTED

When an offender fails to comply with the AAMR, EMS must notify the relevant Responsible Officer via the email address for the NPS/CRC area. The information provided will depend on the type of failure to comply and the information subsequently requested by the NPS/CRC Responsible Officer.

1. The Responsible Officer must always be notified of a failure to comply. This should occur by way of an 'AAMR Notification Form'. This form will clearly communicate the manner in which the offender has breached the requirement.
2. The Responsible Officer must then write to the offender and query the reason for the failure to comply. The Responsible Officer should also seek to contact the offender via a telephone call to query the reason for the failure to comply.
3. If necessary, the Responsible Officer will request a copy of the AAMR contact log. This will depend on whether it is required in the circumstances and whether it is the offender's first or second breach of the Order.
4. Where the offender has failed to comply for a second time and breach proceedings are to be initiated, the induction documents and full contact log should be requested by the Responsible Officer. EMS should supply these within 24 hours.
5. If the failure to comply is by way of unacceptable behaviour or the offender has failed to allow access to the address (following 2 attendances), it is likely that breach proceedings will be initiated and the:

- full contact log
- any incident reports,
- AAMR Notification Form (breach details).

must be submitted to the Responsible Officer.

WHAT SHOULD THE CRC OR NPS DO IF EMS NOTIFIES THEM OF A FAILURE TO COMPLY?

First Breach:

If the CRC/NPS officer receives notification of a failure to comply (via the AAMR inbox), the officer should call the offender to find out the reason for the failure to comply and send the offender a Breach Notice Letter.

The Responsible Officer should allow the offender 5 working days from the date of the breach to provide a reasonable excuse and supporting evidence. The Officer should record the breach on nDelius.

On the Breach Notification Letter the officer should delete the paragraph that provides the offender with a next appointment, as this not applicable.

The offender will be required to provide the Responsible Officer with a reasonable excuse and acceptable supporting evidence within 5 days of the breach, explaining why they failed to comply. The officer has discretion as to whether to record the failure to comply as a breach or make it acceptable.

It is anticipated that majority of failures to comply with AAMRs will be confirmed as breaches.

Second Breach:

When the failure to comply is an offenders second breach of the Order, the officer should call the offender to find out the reason for the failure to comply and then send another Breach Notice Letter.

The officer should allow the offender 5 working days from the date of the breach to provide a reasonable excuse and supporting evidence. The Officer should record the breach on nDelius.



On the Breach Notification Letter the officer should delete the paragraph that provides the offender with a next appointment, as this is not applicable.

If the offender provides an acceptable reason and supporting evidence for their breach, the Responsible Officer should consider marking the breach as acceptable. When no excuse or evidence is provided, or where the information provided is unacceptable, the officer should record it in nDelius and initiate breach proceedings in accordance with the General Enforcement Protocol v.6. This can be found on the Londoni website as follows:

- > Working with Offenders tab
 - > Enforcement and Compliance
 - > Enforcement Procedures
 - > London Enforcement Submission Protocol – v.06

NB: It is expected that due to the nature of failures to comply with the AAMR, the majority of failures to comply will be recorded and confirmed as breaches.

Breach Prosecution Reports must be completed in accordance with the 'Breach Prosecution Report Guide 2' (Directive 53).

HIGH RISK OR SERIOUS FAILURES TO COMPLY

Where a failure to comply is deemed 'so serious' (unacceptable behaviour) or the case is deemed high risk, the Responsible Officer may ask the NPS Enforcement Team to apply for a warrant not backed for bail.

CHANGES OF ADDRESS

Due to the fact that the requirement is only enacted in the four pilot areas, in order to be eligible for the AAMR the offender must have committed the offence in Lambeth, Southwark, Croydon or Sutton and live in one of these areas.

Therefore, if the offender wishes to move address, they must first notify the Responsible Officer. The officer will then be required to initiate an application to revoke the order and resentence for the original offence (in the interest of justice, due to the fact that the requirement/Order has become unworkable) or initiate an application to amend the order by deleting the requirement and possibly replacing it with a suitable alternative.

ALCOHOL DEPENDENTS

The procedure of amending the Order or revoking the Order will also be applicable in cases where the offender was initially assessed as suitable for the order, but is subsequently identified as alcohol dependent.

Application to revoke and resentence and amendments are processed through the NPS Enforcement Team. Please contact your local Enforcement Team if you require more details.

EXTENSION OF ORDER

Following breach proceedings, where an Order is made more onerous, the Responsible Officer must update EMS. The AAMR should not exceed the maximum period of 120 days.

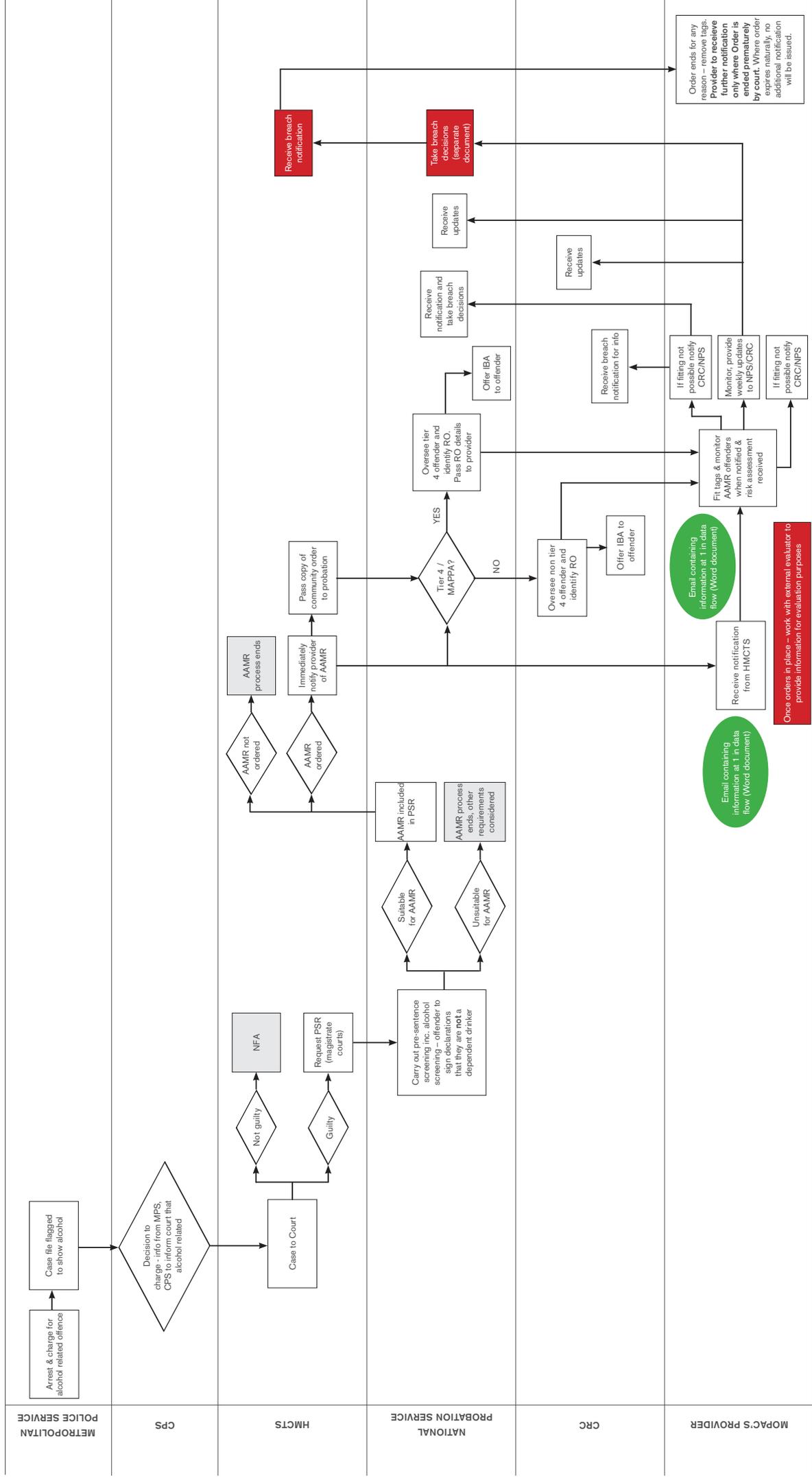
BREACH PROCEEDINGS ARE NOT INITIATED

In circumstances where notification of a failure to comply has been received, but the Responsible Officer has used their discretion and not proceeded to breach the offender, the Responsible Officer must always update EMS as to the decision.

CHANGES TO CONTACT DETAILS

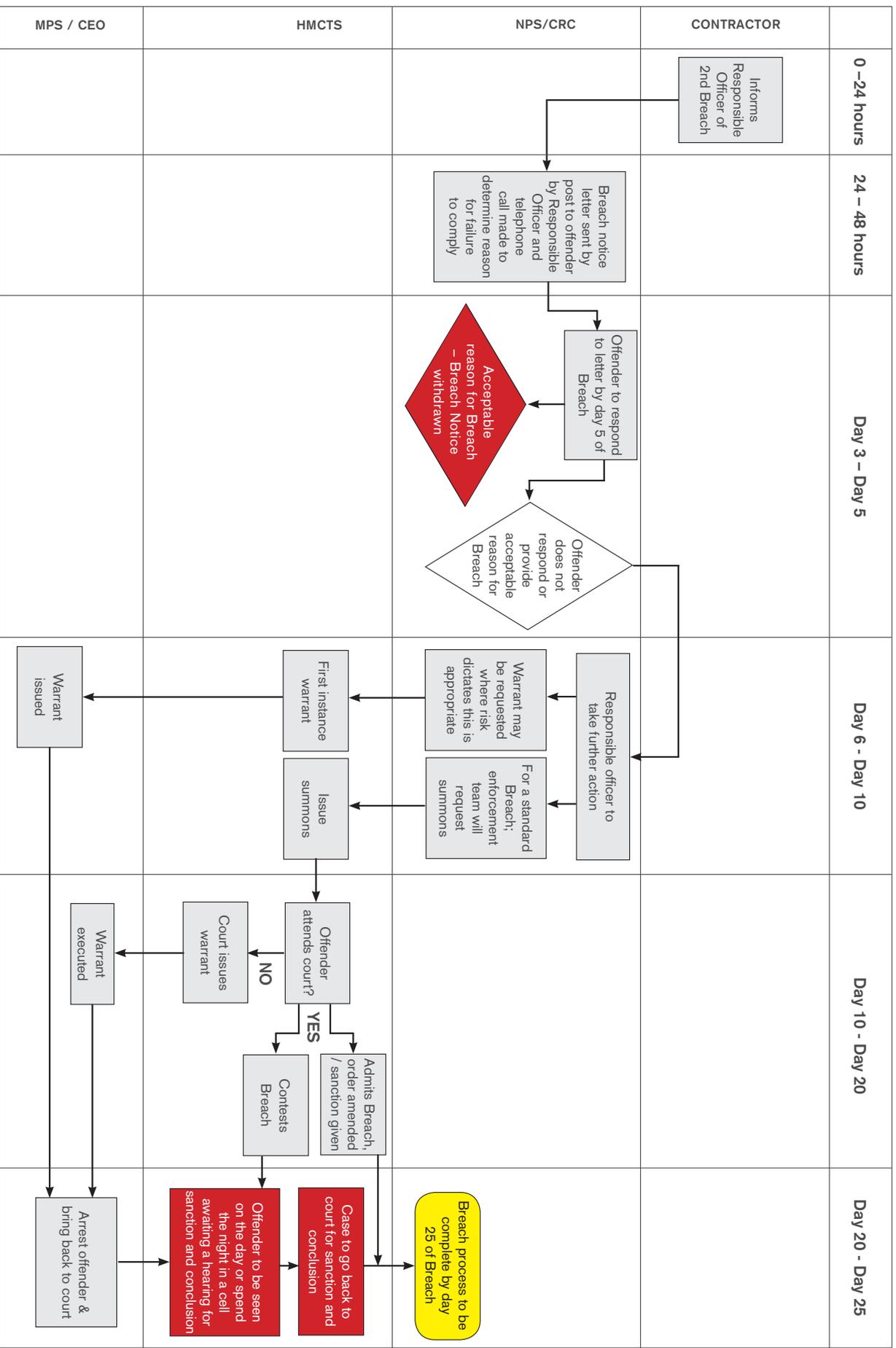
Where the Responsible Officer becomes aware of a change of address or a change to the contact details of the offender, they must communicate these amendments to EMS immediately.

APPENDIX A (AAMR Process Map)



APPENDIX B (AAMR Breach Process)

The starting point for this process is the second breach. Each offender on AAMR will receive a Breach Notice letter prior to enforcement through the court. The exception is where the failure to comply is deemed to be serious when it may be appropriate to apply directly for a warrant.



APPENDIX C: ROLES AND RESPONSIBILITIES AAMR DELIVERY

MPS	<p>Arrest and charge offender for alcohol related offence</p> <p>Flag case on MGS to show it is an alcohol related offence</p>
CPS	<p>Decision to charge and inform court that the offence is alcohol related</p>
HMCTS / Courts	<p>Provide guidance and training on the AAMR and pilot to the South London LIA</p> <p>Request PSR from the National Probation Service</p> <p>Ensure 1) an alcohol treatment requirement (ATR) is not included in the order 2) the AAMR imposed is lawful</p> <p>Send notification of the AAMR via secure email or fax to EMS. Try to inform EMS of any risk posed by offenders</p> <p>Provide data to MOPAC and Evaluator as required</p> <p>Facilitate enforcement action</p>
NPS / CRC	<p>Carry out pre-sentence screening</p> <p>Complete Pre Sentence Report</p> <p>Provide a Responsible Officer to lead on the offender management for Tier 4 or MAPPA offenders</p> <p>Contact EMS to notify them of who the Responsible Officer will be and their contact details</p> <p>Offer and provide IBA for offender</p> <p>Send any Breach Notices to offender. Responsible for instigating Breach Proceedings for all offenders on the AAMR</p> <p>Inform contractor of an end to, or any changes to, the AAMR (such as additional days due to breach) via secure email</p> <p>Provide data to MOPAC and Evaluator as required</p>
AMS / EMS	<p>Provide verbal and written guidance to the offender ensuring they are fully aware of functional requirements of the tag. Offender to sign a copy of the guidance</p> <p>Fit and install any required monitoring equipment onto the offender and within the offender's address</p> <p>Provide data to MOPAC and Evaluator as required</p> <p>Maintain a daily record of the number of offenders subject to AAMR and a Breach Log</p> <p>Monitor the AAMR and notify the Responsible Officer of any identified breaches via secure email immediately and no later than 12am the next day. The CRC will need to inform the NPS</p> <p>If required, produce data in court</p> <p>Send weekly updates to the Responsible Officer on offender compliance via secure email</p> <p>Provide monthly statistical reports for MOPAC and the Evaluator</p> <p>Remove tag and equipment before midnight on the day the AAMR ends.</p>

Evaluator	<p>MONTHLY Performance monitoring</p> <p>QUARTERLY Process evaluation</p> <p>MID PILOT REPORT January 2015</p> <p>END PILOT REPORT Autumn 2015</p>
MOPAC	<p>Oversight and contract management for the commissioning of the delivery of the AAMR in the South Justice Area</p> <p>Conflict resolution and ongoing oversight of the contract</p> <p>Establishment of effective procedures and governance arrangements to manage the strategic oversight of implementation and delivery of the pilot</p> <p>Overall Programme Management of the pilot, including the chairing of the Programme Board and Local Implementation Group</p> <p>Manage and oversee all communications regarding this pilot</p> <p>Manage the subsequent dissemination of research / findings from the pilot in order to share learning and good practice, and to inform next steps and potential expansion of pilot</p>
AAMR Project Manager	<p>Lead the local implementation of the AAMR across the four pilot areas. Develop and maintain operational relationships across the four areas, with the new provider and with MOPAC</p> <p>Work with the MPS and CPS to ensure on-going and consistent flagging of alcohol offences</p> <p>Work with the NPS to ensure that, where appropriate, AAMR is recommended in PSRs</p> <p>Work with EMS and AMS, Probation Services and the courts to ensure ongoing and robust collection of data to support evaluation</p> <p>On-going liaison with EMS/AMS, courts and Probation Services to ensure requirements in the AAMR functional specification are adhered to and data protection requirements are adhered to</p>
Local Authority	<p>Working with delivery partners and MOPAC to deliver communication messages on the pilot</p> <p>Embed and incorporate AAMR into local offender management processes</p>
Court Enforcement Officers	<p>Execution of warrants as part of breach proceedings</p>



ALCOHOL ABSTINENCE MONITORING REQUIREMENT REFERRAL FORM

(EMAIL TO EMS: NEWORDERS.AMENDMENTS@EMS.CO.UK.CJSM.NET OR FAX TO EMS: 08700 700321)

TO BE COMPLETED BY HMCTS

Name:..... D.O.B:.....
Address:..... Tel:
..... Sentence Date:.....
..... Sentence Time:.....
Postcode:..... AAMR End Date:.....

Sentencing Court: Croydon Camberwell Green Magistrates' Court (please indicate)

The NPS Court officer indicated that the responsible officer will be within: NPS CRC (please indicate)

The above has been sentenced to a: Community Order / Suspended Sentence Order, with the following requirements:

TIME FOR VISIT: 3pm – 6pm 6pm – 9pm 9pm – 12am
(Please circle)

FOR ENDORSEMENT BY PERSON NAMED ABOVE:

I understand that:

- 1. I have been made subject to a Court Order containing a Alcohol Abstinence Monitoring Requirement.
2. I must not any drink alcohol for the duration of my requirement and the Order is in effect now.
3. EMS will attend my address during the time indicated above. I will be at the address.
4. I must cooperate with EMS and provide access to my address, so that the EMS officer can fit the Alcohol Tag, install the base unit and conduct maintenance during the course of the Order.
5. I will be breathalysed before the EMS officer fits the Alcohol Tag.
6. A failure to comply with any of the above may result in breach proceedings.
7. My personal details will be shared by the Metropolitan Police Service, Her Majesty's Courts & Tribunals Service, National Probation Service, Community Rehabilitation Company (Probation), Electronic Monitoring Services, and the Mayor's Office for Policing And Crime, to facilitate any matters in relation to the Order, monitor the progress of Order and evaluate the Alcohol Abstinence Monitoring Requirement within the South Local Justice Area. This is in accordance with Compulsory Sobriety Pilot.

PRINT NAME: SIGN: DATE:

**ALCOHOL ABSTINENCE MONITORING REQUIREMENT:
PRE SENTENCE REPORT CHECKLIST**

Full Name:		Date of Birth:	
Date of visit		PSR Date:	

SECTION A (QUALIFYING CRITERIA).

Are all the answers to the statements below correct? ✓ OR X

The offender's consumption of alcohol was a contributing factor in the offence(s).	
The offence is not related to domestic abuse.	
The offender is not currently subject to an Order, where the original offence is related to domestic abuse.	
The offence was committed in Southwark, Lambeth, Croydon or Sutton.	
The offender lives in Southwark, Lambeth, Croydon or Sutton.	
The offender is not dependent on the use of alcohol.	
The offender has electricity at his/her place of residence (or where the AAMR Base Unit will be stationed).	

If the statements above are all correct, move on to section B.

SECTION B (EXCLUSION CRITERIA).

Please answer the questions below with ✓ OR X

Is the offender type 1 diabetic?	
Does the offender have nickel allergies?	
Does the offender have circulation problems?	
Does the offender have a history of swelling?	
Does the offender suffer from deep vein thrombosis?	
Does the offender have a pacemaker or implanted medical devices?	
Does the offender need to be around an MRI Machine (for tests or work)	

If the answers to all of the above questions are 'No', please conduct alcohol screening using the AUDIT Tool.

If any of the answers to the questions in section B are 'yes', the offender may need to verify the condition with medical evidence. Should you have any queries regarding the AAMR exclusion criteria, please call the EMS Monitoring Centre freephone 08080 965124.

ALCOHOL ABSTINENCE MONITORING REQUIREMENT QUESTIONNAIRE

This questionnaire is to be completed by the NPS Court Officer conducting an AAMR assessment using the AUDIT Tool.

Name of Court Officer:

Name of Offender: D.O.B:.....

Pre-Sentence Report Date:

Sentence Hearing Date:

1. What prompted you to conduct this AAMR assessment? (please tick as many as apply):

- The MG5/Case Summary
- A request from the court
- A PSR interview
- Something else (please state in the free text box below)

2. Was the offender assessed as suitable for the AAMR? (please tick one)

- YES
- NO

3. Did you recommend the AAMR in your report? (please tick one)

- YES
- NO

4. What was the offender's AUDIT score?

Additional Information (e.g. reason for non suitability, other reasons for conducting assessment)

AAMR GUIDANCE

Here are some basics on what you can expect while you are subject to the Alcohol Abstinence Monitoring Requirement (AAMR).

AAMR CONDITIONS

You have been made subject to a Court Order with an AAMR. This means that you must not drink any alcohol until the AAMR comes to an end. The AAMR started at the time of your sentence at Court.

WHAT HAPPENS NEXT?

You will be instructed to attend an induction meeting with your Responsible Officer. You must attend this meeting. If you have any questions relating to the Alcohol Tag during your Order, please speak to your Responsible Officer. If your Responsible Office cannot assist, you may contact Electronic Monitoring Services (EMS).

WHAT CAN I DO WHILST WEARING THE ALCOHOL TAG?

You must **NOT**:

- Drink any Alcohol whilst you are subject to the AAMR.
- Spill any substances containing alcohol on the Alcohol Tag. This includes fragrances or household cleaning products.
- Submerge the Alcohol Tag into water.
- Tamper with or damage the Alcohol Tag, Base Unit or monitoring equipment.
- Allow anybody else to tamper with or damage the monitoring equipment.
- Use lotions (with alcohol) or any other products with alcohol on or near the Tag.
- Place anything between the Alcohol Tag and your skin. This will result in breach proceedings action against you.

You **MUST**:

- Take showers only. Baths are not permitted while you are under the AAMR.
- Take good care of the Alcohol Tag, Base Unit and monitoring equipment.
- Keep the Alcohol Tag clean. You can clean the Alcohol Tag and area around the Alcohol Tag with mild soap and water. Then, rinse thoroughly with clean water and dry underneath the Tag.
- You must be within 10 metres of the Base Unit at least once a day at the fixed times.
- Notify your Responsible Officer if you plan to move from your current address.



ELECTRICITY

You must ensure there is a constant supply of electricity to the Base Unit. If the power is switched off for any reason, you must telephone the monitoring centre at 08080 965 124. There is backup battery for the Base Unit if the power is disconnected for a period of time

SWIMMING AND BATHING

- You must not swim with the Alcohol Tag.
- Do not submerge the Alcohol Tag in water.
- Showers are the only permitted bathing method.

If you do submerge the Alcohol Tag in water, it will be seen as breach and proceedings will be started against you. You will then be returned to Court. You may also be financially liable for any damage caused to the Alcohol Tag.

WHO SHOULD I CONTACT IF I HAVE PROBLEMS OR CONCERNS WITH THE ALCOHOL TAG?

The monitoring centre is always open and you can speak to a staff member at any time of the day or night. The contact number for the monitoring centre is a freephone number. Please state your full name, and be prepared to describe your situation to the monitoring staff.

Contact details: 08080 965124

Alternatively, you may speak with your Responsible Officer within Probation.

WHAT TO DO IN A MEDICAL EMERGENCY?

There may be a time when you either need emergency medical treatment. In such emergencies, you must telephone the monitoring centre during your absence or within 12 hours after your visit to the doctor or hospital has ended. We will check with

the place where you have received treatment that you have attended, who the patient was and whether it was urgent. Please keep any documents or paperwork that you may have received from the visit.

Visits from EMS:

You may, from time to time receive telephone calls or have visits arranged if EMS:

- needs to check or service the equipment
- needs to carry out an AAMR survey,
- needs to confirm additional information relevant to your monitoring.

You must allow the monitoring centre to make arrangements to check and service the equipment.

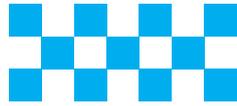
DAMAGE OR LOSS OF EQUIPMENT

You are responsible for the monitoring equipment. Any damage or loss to the AAMR monitoring equipment may result in criminal proceedings against you.

COMPLAINTS

If you have any complaints about the way the AAMR requirement is being handled, please contact the monitoring centre to tell us about your problem. The monitoring centre may be able to look into your complaint straight away and resolve the complaint. If it cannot be sorted out over the phone and you prefer to write to us, your complaint will be investigated and you will be responded to about the result within 30 days.

- Please have your full name and case number available
- Freephone number **08080 965124**
- Telephone calls may be monitored and recorded
- Address for complaints:
EMS, PO Box 45, Norwich, Norfolk, NR3 1BF.



KEY DOCUMENTS FOR NPS/CRC INDUCTION

The key documents that should be reviewed and endorsed within the initial NPS or CRC induction meeting include:

1. NPS or CRC Community Compact (currently used with all Orders)
2. NPS or CRC Compliance Rules (currently used with all Orders)
3. AAMR Compliance Rules (see Appendix G)
4. AAMR Guidance Document (see Appendix H)
5. AAMR Questions and Answers Sheet. (Appendix J).
6. AAMR Signposting Sheet (Appendix K)

AAMR QUESTIONS AND ANSWERS SHEET

Is it safe to wear an Alcohol Tag during an MRI, X-Ray, or CT scan?

You cannot wear a monitoring Alcohol Tag if you need an MRI. You will need to contact your Responsible Officer prior to a scheduled appointment to make arrangements to have the Alcohol Tag removed prior to the procedure. You may have to go back to Court to approval for your request.

Can I exercise with the Alcohol Tag on? Will it flop around and will that register as tampering?

Exercise will have no impact to the functions of the Alcohol Tag. For comfort, you might want to wear a sweat band or a sock rolled down to prevent the Alcohol Tag from “bouncing” on the ankle bone. Just make sure nothing gets between the Alcohol Tag and leg.

Can I wear boots or leggings?

You can't wear anything that would go between the skin and the Alcohol Tag. You can wear boots or leggings over the top, but be cautious that boots could cause the Alcohol Tag to rub and even create a blister.

Will I set off alarms when I go through security checkpoints, e.g. when leaving a shop?

No. It's no different than your cell phone or any other jewellery you might wear.

Can I shower? What about swimming or hot tubs?

Yes, you can shower. However, you are not allowed to submerge the Alcohol Tag in water (swimming pools, hot tubs, the bath tub). If you only have a bath, you must not place the Tag into the water. You can shower and in fact, you need to shower in order to keep the area around the Alcohol Tag clean.

Can I wear cologne or perfume?

We recommend that you avoid using any products on or near the Alcohol Tag that contain alcohol. The application of a small amount of cologne or perfume in areas far from the Alcohol Tag should not be problematic. But please be aware that if it does trigger an alcohol alert, you will be held accountable with your Responsible Officer.

What lotions can I wear?

Avoid lotions with alcohol on or near the Alcohol Tag.

Can I spray tan?

Absolutely not.

Can I use hair colouring/hair dye?

We recommend that Alcohol Tag subjects refrain from using any alcohol-containing products on or around the Alcohol Tag.

AAMR SIGNPOSTING SHEET

If you are concerned about your own drinking or worried about a family member or friend, you can find additional information below:

National Drink Helpline

If you need immediate help or advice, you should call the National Drink Helpline 0300 123 1110. Drinkline runs a free, confidential helpline for people who are concerned about their drinking, or someone else's. It also provides information and self-help materials, help to callers worried about their own drinking, support to the family and friends of people who are drinking, and advice to callers on where to go for help.

Finding local alcohol services

There are a number of resources available to help you find local alcohol services. NHS Choices has a database of support and treatment services; Rehab-online is a directory of residential rehabilitation services for adult drug and/or alcohol misusers in England and Wales; and the London Drug and Alcohol Network (LDAN) has an online directory of services across London. Visit www.ldan.org.uk/ and use 'Find a service'.

Other online resources

Enclosed are a number of web-based services for people worried about their drinking. These include sites that offer online tools to assess how much you are drinking and then provide support and/or information and advice.

Addaction

www.addaction.org.uk

UK-wide treatment agency, helping individuals, families and communities to manage the effects of drug and alcohol misuse.

ADFAM

www.adfam.org.uk

Information and advice for families of alcohol and drug users. The website has a list of local

family support services. Call 020 7553 7640.

Alcohol Concern

www.alcoholconcern.org.uk

The national agency on alcohol misuse for England and Wales. We provide general information about alcohol, and can help put you in touch with your nearest alcohol advice centre. Call 020 7928 7377.

Alcoholics Anonymous

www.alcoholics-anonymous.org.uk/

The best-known network of self-help groups with over 3,000 local groups in the UK. AA views alcohol dependency as a disease where total abstinence is required. There is a belief in a power greater than the individual through which, along with the support of other alcoholics who share with each other their experience, common problems can be resolved and individuals can recover. Al-Anon is a similar network for relatives and friends of problem drinkers.

DrinkAware

www.drinkaware.co.uk/

Drinkaware promotes responsible drinking and finds innovative ways to challenge the national drinking culture to help reduce alcohol misuse and minimise alcohol-related harm. An independent, UK-wide charity, we are supported by voluntary donations from across the drinks industry. We provide people with accessible, evidence-based information about alcohol and its effects and work alongside the medical community, third sector organisations, government and drinks manufacturers and retailers to achieve our goals.

SMART Recovery UK

www.smartrecovery.org.uk

Operates a meetings structure which is run by volunteers who have first-hand experience of addiction. Meeting locations can be searched at www.smartrecovery.org.uk/meetings

CASE STUDY 1(A): JOHN SMITH RECEIVES AN ALCOHOL TAG

John Smith (23) works for a printing company. On the evening of Friday 13th June 2014, John attended a Bar in Croydon with a group of his friends. Following a disagreement with the victim (28 year old male, unknown to Mr Smith), Mr Smith held him by the throat and punched the victim twice in the face. The victim suffered a cut lip. The Police attended the scene and noted that Mr Smith was intoxicated. He was subsequently arrested and charged with Actual Bodily Harm (ABH).

At Court, Mr Smith pleaded guilty to the offence of ABH. He stated that he could not remember the incident due to the fact that he was drunk. Mr Smith has no previous convictions. The Magistrates' felt that the case met the threshold for a community based Order and requested an Alcohol Assessment with a view to imposing an Alcohol Abstinence Monitoring Requirement (AAMR). A National Probation Service Court Officer conducted the assessment on the day of the hearing. They confirmed that Mr Smith is not dependent on the use of alcohol and reviewed his current personal circumstances. He was deemed suitable for a Community Order with AAMR and a requirement was recommended to the Court for a period of 100 days.

At 2.30pm on Friday 27th June 2014, Croydon Magistrates' Court sentenced Mr Smith to a Community Order with a AAMR for a period of 90 days and a Supervision Requirement for a period of 6 months.

The Court notified Mr Smith that in accordance with his new Order, he is required to allow EMS to fit the tagging device. The Court also explained that Mr Smith was subject to the Order with immediate effect and must refrain from the consumption of any alcohol. The Court confirmed with Mr Smith a time slot at which EMS would attend his home address to fit the Alcohol Tag.

The Court notified EMS of the AAMR and provided the company with the offenders details (AAMR Referral Form), which the offender endorsed in Court. An EMS officer attended Mr Smith's home at 6pm. The officer explained the terms and conditions of the requirement and applied the Alcohol Tag.

Then next day, EMS confirmed the details of the Order with London's Community Rehabilitation Company (CRC – responsible for enforcement of the AAMR), who then advised as to the name and contact details of the Responsible Officer in the case.

CASE STUDY 1(B): JOHN SMITH FAILS TO COMPLY WITH HIS AAMR

On Monday 28th July 2014, EMS contacted the Responsible Officer and notified her of a breach of the AAMR. EMS confirmed that the tagging device had recorded that Mr Smith had drunk alcohol between Saturday night (8pm) Sunday (12am). The Responsible Officer sent Mr Smith a Breach Notice Letter confirming his failure to comply with the Order. The Responsible Officer also attempted to call Mr Smith, but was unsuccessful in contacting him.

On Monday 4th August 2014, EMS contacted the Responsible officer and notified her of a second breach of the AAMR. EMS confirmed that the tagging device and recorded that Mr Smith had drunk alcohol on Sunday evening (7pm). The Responsible Officer sent Mr Smith a second Breach Notice Letter confirming his failure to comply with the Order. Once again, the Responsible Officer also attempted to call Mr Smith, but was unsuccessful in contacting him.

Mr Smith failed to contact the office and provide a reasonable excuse or supporting evidence and breach proceedings were initiated (through the NPS Enforcement Team).

Mr Smith was summoned to appear before Croydon Magistrates' Court on Tuesday 19th August 2014. He admitted the breaches and the Magistrates allowed the Order to continue. They marked the breach by making it more onerous by an additional 14 days AAMR. Mr Smith was also ordered to pay £80 in prosecution costs.

In the week before the Alcohol Tag was removed, the Responsible Officer used the Supervision session with Mr Smith to discuss his period of alcohol abstinence and how Mr Smith's tolerance to alcohol will have reduced. The Responsible Officer delivered some harm minimisation interventions with him to encourage sensible drinking behaviour.

On 8th October 2014, EMS called Mr Smith to confirm that an Officer from EMS would attend Mr Smiths home to remove the tagging device on 9th October 2014. Mr Smith successfully completed the remainder of his Order.

CASE STUDY 2: MR TOM JONES WAS NOT SUITABLE FOR AN AAMR...

Thomas Jones (28) is unemployed. On Sunday 28th July 2014 at 11am, Mr Jones was observed by store security entered Naomi's Supermarket (104 Denmark Hill) wearing a trench coat. He appeared to have a fresh cut on his forehead, grazed hands and a large tear in his trousers. He approached the drinks section of the store and appeared to wrap 2 bottles of wine in silver foil. Mr Jones then proceeded to place the bottles in his coat pockets and left the store.

Police were immediately notified. They arrived and found Mr Jones speaking with security outside of the store. As they approached Mr Jones, he removed one bottle of wine from his pocket and threw it at the store window. Mr Jones was immediately restrained and charged with theft and criminal damage. The Police officers noted that Mr Jones was intoxicated at the time of the offence and recorded this on the MG5 (Case Summary).

At Court, Mr Jones pleaded guilty to the offences of theft and criminal damage. Mr Jones has 32 previous convictions dating back 9 years. The Magistrates' felt that the case met the custody threshold, but wanted to consider their options. Consequently, they requested a Pre-Sentence Report. A National Probation Service Court Officer saw Mr Jones on the day and attempted to complete a fast delivery report. It quickly became clear that Mr Jones was dependent on the use of alcohol and should be assessed for an Alcohol Treatment Requirement.

The fact that Mr Jones is dependent on alcohol rendered him unsuitable for an Order with an AAMR.

CASE STUDY 3: MS DOE GETS A COMMUNITY ORDER...

Jane Doe (25) works part time for a clothing store in Croydon and is a mother of three children with one more baby on the way. On Wednesday 18th June at 1.10pm, two Police officers observed Ms Doe leaving St. Mary's Infant and Primary School. She appeared to stumble and fall to the ground. The officers approached Ms Doe in order to assist her to her feet. As they did so, Ms Doe became immediately agitated, pushed one of the officers away and stated, "Stay the hell away from me before I shank you." The officers attempted to calm Ms Doe down, but noticed that they could smell alcohol on her breath. Ms Doe proceeded to curse at the officers, threatened to cut them and made a cut-throat gesture.

The Police officers subsequently arrested Ms Doe and charged her with threatening words and behaviour. On Monday 21st July, Ms Doe was convicted of the offence at Croydon Magistrates' Court.

Ms Doe has two previous convictions for driving with excess alcohol and assault PC, dating back two years. The District Judge felt that the case met the threshold for a community based Order and requested a Pre-Sentence Report assessing Ms Doe's suitability for Unpaid Work, a Curfew and an Alcohol Abstinence Monitoring Requirement. During the course of the assessment Ms Doe explained that she is not dependent on Alcohol, but enjoys a drink with friends in the afternoons before dropping her daughter to nursery.

An oral report was presented to the Judge, which recommended an electronically monitored curfew for a period of 3 months, Unpaid work for 40 hours and an Alcohol Abstinence Monitoring Requirement for a period of 70 days. The District Judge followed the recommendation and at 5pm, he sentenced Ms Doe to a Community Order with the aforementioned requirements.

The Court notified Ms Doe that in accordance with his new Order, she is required to allow EMS to fit the tagging device. The Court also explained that Ms Doe was subject to the Order with immediate effect and must refrain from the consumption of any alcohol for until the end of her 70 day AAMR. The Court confirmed a slot in which an EMS Officer would attend Ms Doe's home address to fit the Alcohol Tag.

The Court notified EMS of the requirement by sending the company a copy AAMR Referrals Form and on 22nd July, an officer attended Ms Doe's home at 7pm to fit the Alcohol Tag. The EMS Officer also explained the terms and conditions of the requirement.

EMS confirmed the details of the Order with the Community Rehabilitation Company, who then advised as to the name of the Responsible Officer in the case.

Social Services were also advised of Ms Doe's case.

CASE STUDY 4(A): MR HARRIS DRIVES WHILST UNDER THE INFLUENCE...

On Saturday 2nd August 2014 at 11pm, police on patrol in Sutton noticed a Audi A4 straddling the hazard lines in the middle of the road and veering towards on coming traffic. They stopped the car and approached driver. He identified himself as Darren Harris. Mr Harris explained that he had been to dinner celebrating his brother's birthday. The Police officers asked if he had been drinking, to which he confirmed that he had two shots of Tequila. Mr Harris was breathalysed and found to be approximately two times over the legal limit.

Mr Harris was arrested and charged with driving with excess alcohol. He has one previous conviction for a similar offence, which dates back two years. On Monday 8th September 2014, Mr Harris appeared before Croydon Magistrates' Court. The Magistrates' felt that the case met the threshold for a community based Order and requested an alcohol assessment with a view to impose an Abstinence Monitoring Requirement (AAMR). A National Probation Service Court Officer conducted the assessment. Using the Alcohol Use Disorder Identification Test (AUDIT), they confirmed that Mr Harris is not dependent on the use of alcohol and reviewed his current personal circumstances. The officer noted that Mr Harris works as a night time security guard at a storage unit. He was deemed suitable for a Community Order with AAMR and this was recommended to the Court for a period of 100 days.

At 2pm, Croydon Magistrates' Court sentenced Mr Harris to a Community Order with an AAMR for a period of 110 days.

The Court notified Mr Harris that in accordance with his new Order, he is required to allow EMS to fit the tagging device. The Court also explained that Mr Harris was subject to the Order with immediate effect and must refrain from the consumption of any alcohol for 110 days. The Court confirmed a suitable time slot and noted that EMS would attend Mr Harris' address to fit the Alcohol Tag. Mr Harris stated that he had to pick his kids up from school, would only be home from 7pm – 8.30pm and that he would then go to work from 9pm until 6am. The Court reiterated that Mr Harris would be required to accommodate the fitting of the Alcohol Tag and that he should confirm his work commitments with EMS if there were any issues. The Court noted that if Mr Harris failed to accommodate the Alcohol Tag fitting, he may be deemed in breach of the Order.

The Court subsequently notified EMS of the requirement and an officer attended Mr Harris's home at 7.30pm to fit the tagging device. The officer also explained the terms and conditions of the requirement.

EMS confirmed the details of the Order with the Community Rehabilitation Company, who then advised as to the name and contact details of the Responsible Officer in the case.

CASE STUDY 4(B): MR HARRIS BREACHES HIS ORDER...

On Monday 27th October 2014, EMS contacted the Responsible Officer and notified him of a breach of the AAMR. EMS confirmed that the tagging device had recorded a tampering violation on Saturday 25th October 2014 (11pm). Since this time, no information has been transmitted. The Responsible Officer attempted to contact Mr Harris on three occasions by telephone, but was unsuccessful and could only leave a message. Mr Harris returned the Officer's call and stated that he was "sick of all the stupid rules and the dirty grey tag," he confirmed that he had cut the Alcohol Tag off and was not going to comply with anything the Court or the Officer told him to do. Consequently, the Responsible Officer made a decision initiate immediate breach proceedings by way of an application for a warrant not backed for bail.

On Tuesday 4th November 2014, a warrant was issued for the arrest of Mr Harris. This warrant was executed on Friday 7th November 2014, when Mr Harris was produced before Croydon Magistrates' Court and admitted the breaches. The Magistrates revoked the Order and resented Mr Harris to a Suspended Sentence Order (2 months imprisonment suspended for 12 months) with a requirement to complete 150 hours of Unpaid work. Mr Harris was also ordered to pay £80 in prosecution costs.

ALCOHOL ABSTINENCE MONITORING REQUIREMENT FREQUENTLY ASKED QUESTIONS

Who has commissioned the Compulsory Sobriety Pilot?

The Mayor of London successfully lobbied for legislation to allow for the introduction of a new sentencing power, the Alcohol Abstinence Monitoring Requirement (AAMR) to tackle the significant problem of alcohol related violence. Consequently, provisions in the Legal Aid, Sentencing and Punishment of Offenders (LASPO) Act 2012, now provide courts with a power to impose an Alcohol Abstinence and Monitoring Requirement (AAMR).

Before the AAMR can be used on a large scale, it must first be implemented under a Pilot. This pilot has been commissioned by the Mayors Office of Policing and Crime (MOPAC).

What is meant by a proof of concept pilot?

By 'proof of concept' pilot we mean that we are testing the AAMR and whether or not it is an effective tool for tackling alcohol related disorder.

What are the aims of this proof of concept pilot?

1. to test how widely courts use AAMR, and the technical processes within the criminal justice system;
2. to evidence compliance rates with the AAMR; and
3. to evidence the effectiveness of 'transdermal tags' in monitoring alcohol abstinence.

What are Transdermal Tags?

Transdermal alcohol monitoring tags will not be used to monitor offender location or movement. The Alcohol Tags will be used to monitor compliance with the Order of the Court – which requires abstinence from alcohol consumption for a period of time specified by the Court, but not exceeding 120 days.

How do the Alcohol Tags work?

The Alcohol Tags are effectively a breathalyser for the ankle. They detect consumed alcohol through the offenders sweat and transmit this data to the service providers' monitoring system. The service provider will provide the National Probation Service or Community Rehabilitation Company with information on the offender's alcohol consumption on the basis of this data.

How will it be determined as to whether the case is enforced by the National Probation Service or a Community Rehabilitation Company?

This will be determined by the risk level assessed at the Pre-Sentence Report stage.

Why South London?

The legislation requires for the AAMR to be piloted, and as this is a proof of concept pilot it was decided that it would be focussed one Justice area; which would allow for sufficient numbers as covers the boroughs of Croydon, Lambeth, Sutton and Southwark, but also be manageable in the sense that they share the same Judiciary.

Why only 150 offenders?

This is a proof of concept pilot and it has been estimated that 150 will be the approximate number of cases that will be captured during the course of the pilot and will provide for an effective evaluation.

Why are you excluding Domestic Abuse cases?

As part of the development of the pilot, there were concerns over domestic abuse cases being made subject to a AAMR, before the AAMR has been fully tested. This was in relation to the potential consequences, such as the abstinence of alcohol creating additional risks for the victim and diverting attention away from specific interventions that are designed to tackle the behaviour. **This position is only applicable for the period of the pilot.**

What's the difference between the AAMR and existing provisions to address alcohol misuse/disorder?

The courts have previously been able to impose an Alcohol Treatment Requirement (ATR) as part of a Community Order or a Suspended Sentence Order for offenders who are dependent upon alcohol, with the offender's consent.

However, a significant number of alcohol-related offences are not committed by dependent drinkers, but rather those who misuse alcohol. For those offenders, there is a need to look at further tools to address such behaviour.

The Alcohol Abstinence and Monitoring Requirement (AAMR) is a new sentencing power that allows courts to impose a requirement for an offender abstain from alcohol for a fixed time period (up to 120 days) and be regularly tested to ensure compliance.

Unlike the existing ATRs the offender does not need to consent to the terms of the AAMR. The Court has the power to sentence an offender to a Community Order or a Suspended Sentence Order with an AAMR. This pilot would not be suitable for dependent drinkers.

MOPAC will be advising both the Community Rehabilitation Companies (CRC), National Probation Service and Magistrates (NPS), that AAMR is not suitable for dependent drinkers. Probation staff must carry out pre sentence alcohol screening. AAMR should not be combined with an ATR.

What happens if a dependent drinker didn't declare their dependency, somehow passed the screening processes and was given a AAMR?

The offender should be returned to Court where an NPS officer can make an application to revoke and resentence, or amend the Order in the interest of justice.

Ok, so the order is not for dependent drinkers. What treatment are you providing for the offenders who receive the AAMR? Clearly their drinking behaviours are a concern.

The legislation does not allow the Courts to impose an Alcohol Treatment Requirement with the Order. However each offender will receive the Identification and Brief Advice (IBA) service from their Responsible Officer within the NPS/CRC. The Responsible Officer will also signpost the offender to local treatment and service providers who can provide support them when requested.

What will happen at the end of the pilot?

MOPAC will evaluate and review the evidence from the pilot. The evaluation will lead to recommendations for future AAMR implementation.

Isn't this an invasion of privacy to those individuals tagged?

The alcohol monitoring tags do not monitor location or movement. Only compliance with a Court Order is monitored, which requires abstinence from alcohol.

What are the equality implications of the AAMR?

An EIA can be found at:

www.justice.gov.uk/downloads/legislation/bills-acts/legal-aid-sentencing/laspo-sobriety-eia.pdf

The equipment – How does it work?

Details on how the transdermal tag works can be found at www.scramsystems.com

TERMS OF REFERENCE 'COMPULSORY SOBRIETY – PROOF OF CONCEPT PILOT' LOCAL IMPLEMENTATION GROUP

PURPOSE

Having successfully lobbied for the introduction of a new sentencing power, the Alcohol Abstinence Monitoring Requirement (AAMR); the Mayor will now deliver a 'proof of concept' pilot.

The pilot will be the first time compulsory sobriety is introduced in the UK. MOPAC will work with the Courts, Probation, the Police and local councils to design and implement the technical processes, which will be required within the criminal justice system to deliver this pilot. MOPAC will also commission an independent evaluation to measure how compulsory sobriety delivers on its objectives.

The Local Implementation Group (LIG) will deliver the priorities of the Programme Board by maximising the capabilities of partners through coordinated implementation and delivery of the sobriety pilot.

THE GROUP WILL:

- Meet monthly (meeting locations will be rotated across the four pilot boroughs.)
- Deliver the pilot within agreed timescales and to agreed quality.
- Manage the change needed locally to deliver the pilot, responsive to the needs of users.
- Ensure local cross-CJS involvement in the pilot.
- Monitor performance data and report progress to the Programme Board on a monthly basis (and more frequently if required).
- Escalate any issues that cannot be resolved locally to the Programme Board to seek resolution. (Any contract management issues to be escalated directly to MOPAC).
- Ensure the key risks associated with local implementation are properly identified, managed and escalated as required.
- Work with evaluators to ensure that the pilot is monitored and evaluated properly and the required data is captured.
- To oversee local stakeholder management (including judiciary and defence).
- Assist in the sharing of information between local organisations and stakeholders regarding the development of the sobriety pilot.

Each member of the Group will provide and commit support for the areas that they represent. This may include:

- Resolving risks and issues relevant to their area.
- Resolving dependencies with other pieces of work to ensure effective processes for the delivery of AAMR are established and maintained.

- Making, where appropriate, resources available for planning and delivery purposes of the pilot.
- If there are any borough specific delivery issues, MOPAC officers will meet with borough partners directly and work with them to resolve any issues.

MEMBERSHIP

Senior Probation Officer LPT (Chair)

CRC (When established)

HMCTS

Local Authority representatives from each of the 4 pilot boroughs

Public Health England

GLA Drugs & Alcohol lead

MPS

Private contractor of transdermal devices

Evaluator

MOPAC

The Group may invite other representatives, where it would assist with agenda item discussions.

GOVERNANCE

Partners will retain their individual governance and accountability arrangements, but come together through the Group to consider their common interests in the pilot.

The Group reports to the Programme Board which meets monthly and will be chaired by the Head of IOM and Neighbourhoods (MOPAC).

The Chair may establish sub-groups of the Group for the more effective achievement of overall objectives and may accordingly determine their membership and Terms of Reference.

Any additional secretariat support will be provided to the Group by existing officers of the MOPAC.

ACCESS TO INFORMATION

- The Group may receive any papers or documents of the MOPAC or stakeholder bodies.
- The Group may, at its discretion, invite private individuals, representatives and others to make presentations to its meetings or provide written submissions where, in the opinion of the Group, it would assist in achieving the overall objectives.

REPORTING ARRANGEMENTS AND MEETINGS

The Programme Board will provide the Group with:

- The vision and strategic direction of the Sobriety pilot
- Support with unblocking issues which affect the implementation and delivery of the pilot at a local level.

TERMS OF REFERENCE 'COMPULSORY SOBRIETY – PROOF OF CONCEPT PILOT' PROGRAMME BOARD

PURPOSE

Having successfully lobbied for the introduction of a new sentencing power, the Alcohol Abstinence Monitoring Requirement (AAMR); the Mayor will now deliver a 'proof of concept' pilot. The pilot will be the first time compulsory sobriety is introduced in the UK. MOPAC will work with the Courts, Probation, the Police and local councils to design and implement the technical processes, which will be required within the criminal justice system to deliver this pilot. MOPAC will also commission an independent evaluation to measure how compulsory sobriety delivers on its objectives.

The Board will aim to provide the blue print to ensure the AAMR is used effectively and successfully – to set a standard which will continue to evolve to become better and more established as further improvements are discovered; providing partners with a 'swift and sure' sanction that will effectively contribute to the reduction of alcohol related disorder in London.

THE BOARD WILL

- Meet between every four and eight weeks at City Hall.
- Ensure the pilot is delivered within its agreed boundaries (e.g. scope, timeframes and cost).
- Monitor and help mitigate against strategic risks to the pilot.
- Provide a consultative link with the Ministry of Justice and the Home Office on the compulsory sobriety pilot.
- Identify and resolve barriers to delivering a co-ordinated approach to the implementation and delivery of the pilot.
- Assist in the sharing of information between organisations and stakeholders regarding the development of the sobriety pilot.
- Ensure that the Local Implementation Group (LIG) and its activities deliver the Boards priorities. In discharging these, the Board will receive regular updates from LIG on key outcomes/progress and decisions/support required.

Each member of the Board will provide and commit support for the areas that they represent. This may include:

- Ensuring, where relevant, their organisations are represented at the local implementation group.
- Resolving risks and issues relevant to their area.
- Resolving dependencies with other pieces of work to ensure effective processes for the delivery of AAMR are established and maintained.
- Representing local and national strategy, for example plans that may affect the pilot such as 'Transforming Rehabilitation'.

- Making, where appropriate, resources available for planning and delivery purposes of the pilot.

MEMBERSHIP

Head of Service IOM, Programmes and Neighbourhoods Directorate, MOPAC (Chair)
National Probation Service
CRC (When established)
HMCTS
Crown Prosecution Service
Ministry of Justice (MoJ)
Home Office
Public Health England and/or Head of Health GLA
Local Authority - To be nominated by the pilot areas/
MPS
Private contractor of transdermal devices.

The Board may invite other representatives, where it would assist with agenda item discussions.

GOVERNANCE

Partners will retain their individual governance and accountability arrangements, but come together through the Board to consider their common interests in the pilot.

The Board is supported by a Local Implementation Group (LIG), which meets fortnightly and will be chaired by a Senior Probation Officer.

The Chair may establish sub-groups of the Board for the more effective achievement of overall objectives and may accordingly determine their membership and Terms of Reference.

Secretariat support will be provided to the Board by existing officers of the MOPAC.

MOPAC officers will administer Board meetings and ensure papers and agendas are distributed to members no later than 4 working days prior to a meeting.

ACCESS TO INFORMATION

The Board may receive any papers or documents from MOPAC or stakeholder bodies.

The Board may, at its discretion, invite private individuals, representatives and others to make presentations to its meetings or provide written submissions where, in the opinion of the Board, it would assist in achieving the overall objectives.

REPORTING ARRANGEMENTS AND MEETINGS

The LIG will provide the Board with:

- Updates on the delivery of the Boards priorities.
- Notification of any issues that cannot be resolved locally.
- Notification of the key risks associated with local implementation.

KEY CONTACTS

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MAYOR OF LONDON

OFFICE FOR POLICING AND CRIME