

# Violence at Home

A Joint Thematic Inspection of the Investigation and Prosecution of Cases Involving Domestic Violence

## Checklist for Policy Makers and Practitioners

### High level issues

TICK BOXES, INSTRUCTIONS BELOW

A B C D

1	Develop a common definition of domestic violence (DV).				
2	Chief officers and LCJBs assess the priority of DV and develop performance management.				
3	Chief officers and LCJBs agree protocol/SLA on roles and responsibilities regarding victims and witnesses; regular review of referral protocols.				

### Police

TICK BOXES, INSTRUCTIONS BELOW

A B C D

1	Systems to flag DV incidents in place and staff clear.				
2	DV policy relevant, up-to-date – responsibility allocated at BCU level.				
3	Systems to routinely provide front-line officers with previous history information.				
4	Standards of investigation set, reflecting effective evidence gathering.				
5	Sufficient information on DV incident logs plus effective supervision; active monitoring by supervisors, in particular of decisions not to arrest; effective investigation and supervision of cases of serious crime.				
6	Clear policies and guidance regarding police officers and staff as either victims or perpetrators, including support to victims.				
7	DV officers' role and job descriptions clear; workload realistic; administrative support adequate; line management and supervision clear.				
8	Systems in place to provide case-specific information to victims.				
9	Review training; implement Centrex training programme; sufficient training for specialist officers.				
10	Agree information sharing protocols and procedures with social services.				
11	Agree provision of background information with CPS.				
12	Details of children of family and impact upon them included on prosecution files.				
13	Diversity awareness included in DV training; supported by supervision and monitoring.				
14	Agree with CPS inclusion of assessments of reasons for withdrawal and views upon proceeding against victim's wishes.				
15	Effective action taken upon breach of bail.				
16	Victims offered opportunity to make victim personal statement.				
17	Contact details of police and CPS DV specialists readily available to all police officers and staff.				

### Crown Prosecution Service

TICK BOXES, INSTRUCTIONS BELOW

A B C D

1	Agree with police background information to be provided on prosecution files.				
2	Prosecutors take rights and safeguarding of children into full account.				
3	Diversity awareness included in DV training, supported by supervision and monitoring.				
4	Agree with police inclusion of assessments of reasons for victim withdrawal, and police views on proceeding against victim's wishes.				
5	Prosecutors pursue breaches of bail and appropriate additional charges.				
6	Prosecutors make use of victim personal statements in decision-making and provide to court as appropriate.				
7	Contact details of police and CPS DV specialists are readily available to all CPS prosecutors and staff.				
8	Review systems for identifying and highlighting cases of DV.				
9	Experienced prosecutors to be consulted where victim withdraws support; guidance provided on factors which support requiring attendance at court or compelling witness to give evidence.				
10	Guidance on reason for discontinuance when victim declines to attend court.				
11	File endorsements reflect consideration and application of Code and policy; factors relating to public interest recorded when victim withdraws support; records of bail representations in court decisions on file; systems in place so victim is informed of bail decision straight away.				
12	Instructions to counsel include relevant details about policy, plea acceptability and witness issues regarding attendance and compelling evidence.				
13	Suitable counsel and HCA selected, and performance monitored.				
14	Appropriate information under direct communication with victims; special measures identified and applications made; prosecutors and caseworkers aware of CPS policy.				
15	Template for Area domestic violence co-ordinator (DVC) job description; role of DVC strategic; DVCs and specialists meet regularly; DVCs undertake joint performance management with police and circulate information to Area.				
16	CPS produce national DV training package; CPS staff receive DV awareness training; agents and prosecuting counsel made aware of CPS policy and practice in DV cases.				

#### INITIALLY ASSESS EACH ISSUE

<b>NO TICKS</b> Nothing is in place, it is not currently a consideration	<b>A ✓</b> Some thought has been given, but no tangible action taken	<b>B ✓</b> Some progress made in addressing issues, but few outputs	<b>C ✓</b> Good progress/ Achieved	<b>D ✓</b> Outcomes measured and benefits have resulted
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#### REVIEW REGULARLY AND TICK NEXT BOX WHEN APPROPRIATE

DATE ASSESSED

1. \_\_\_\_\_

DATE OF REVIEWS

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_