

Number 28

IFJ Updates.

22/07/20-29/07/20

These notes are a summary of information shared with IfJ and organisations involved in the justice system and those working with users of the system. In sharing these comments and providing links to resources, IfJ provides this material but does not accept responsibility for its content which may not represent the opinions of IfJ.

IfJ news

MoJ Procurement plans :have been made available during the week and IfJ is strongly encouraging every member to respond in writing (details below) to express their views on their proposed plans (please send your views to MoJProcurementLang@Justice.gov.uk) which will have a very significant impact on the intermediary service .- please see section below dedicated to MoJ Procurement

Remote training: Thanks to all those who joined us on Saturday 18th July for the workshop on remote working for intermediaries. The presentation which IfJ put together and the information provided by Eva Bellrock Szabo who trains people on the use of Zoom, has been emailed to all members. Please have a look at the IfJ information about the **CVP technology** which should help to inform your practice where online hearings or hybrid hearings are concerned.

Please see resource section for more on-line training options.

Touch Point: IfJ is very pleased to be invited to attend 'Touch Point, a weekly meeting chaired by Anastasia Clarke Operations Manager MoJ providing an opportunity to give and hear feedback on issues arising.

Victims commissioner: Catherine O'Neal (Chair IfJ) has attended a meeting with the Victims Commissioners PA Dr. Sarah Poppleton to considering Special Measures and the intermediaries' role as a Special Measure.

MoJ Procurement

MoJ procurement update: MoJ recently released a PIN (Prior Information Notice) {see below MOJ notice} setting out the MoJ's intention and discussion in relation to the procurement of intermediary services that fall outside the scope of the Witness Intermediary Scheme (WIS). This is to comply with Public Sector Procurement Regulations. Before any future formal procurement process



begins a further notice would be published and a period of market engagement undertaken. The PIN is available here: <https://www.contractsfinder.service.gov.uk/Notice/855c8dda-9678-4c8c-bf9d-5a8a0c2e56a7>

For all queries related to the procurement, please contact the procurement team with this email address: MoJProcurementLang@Justice.gov.uk

MoJ Procurement Interest Note

Dear Potential Provider,

The Ministry of Justice (MoJ) is seeking to engage with the market for the provision of court appointed intermediary services.

We would invite you to consider the Prior Information Notice (PIN) that has been published in the Official Journal of The European Union (OJEU).

The PIN reference number is: 2020/S 138-340788

A copy of the PIN Notice can be found at: <https://ted.europa.eu/udl?uri=TED:NOTICE:340788-2020:TEXT:EN:HTML>

An early engagement listing will also appear on Contracts Finder:

<https://www.contractsfinder.service.gov.uk/Notice/855c8dda-9678-4c8c-bf9d-5a8a0c2e56a7>

Kind regards

MoJProcurementLanguageServices

MoJProcurementLang@Justice.gov.uk

Just to pick out the salient points.

The PIN relates to Intermediary services that are not within the scope of the WIS. The expressions of interest in the notice (PIN) are in relation to the procurement. If you or your members have any queries/ questions etc re the procurement they should be directed to MoJProcurementLang@Justice.gov.uk.

IfJ Discussions

MoJ Procurement: Catherine O'Neal chair of IfJ has recently had a meeting with MoJ operations manager yesterday about things in general but this was the first issue on the list which she was very keen to raise. It seems that MoJ are legally obliged to turn to the marketplace once xxx amount of money has been spent on a scheme. This is actually an EU regulation. She assured me that this was an exercise they had to carry out. I gave my own opinion about the potential



damage this would create. She has asked me to urge Ifj members to respond to the PIN - procurement interest note. There is a mailbox where you can send your responses. I really think we must actively feed information from the frontline!! Unless of course you think it a good idea.

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Intermediaries have responded likening the provision of intermediary services as similar to those of the interpreter service managed by an agency. Others have suggested that IfJ themselves take up the challenge and become a supplier, others raised this would be in conflict with IfJ charitable status. A reply to this point noted that many large charities do deliver government contracts e.g. MIND and NSPCC. Several contributors noted just how big a change that would require with expansion and large administrative costs. One commentator said if a big company like 4G was interested then smaller organisations would not 'have a chance'. Views were expressed that intermediaries from all backgrounds should respond and express their views. IfJ will be making a response and would like members to make individual responses. If enough concerns are raised the services do not have to be contracted out.

One contributor pointed out that the proposed plan may result in consistency and value for money, but they were unsure whether the results for VP's would be as positive. The issue of whether intermediaries could continue to be self-employed was raised and would become employees. Intermediaries would become similar to interpreters with regards to employment.

Several members have noted how difficult it is to begin to understand the issues with regards procurement in part due to the language used being inaccessible.

Some intermediaries felt it was unclear who they should send their responses to. They should be sent to the following address

MoJProcurementLang@Justice.gov.uk

Thank you IfJ: members have expressed their thanks for efforts made by IfJ volunteer trustees during the pandemic. Commenting that IfJ has provided great value for the subscription charged, how grateful members have been for information shared, time given that benefits both intermediaries and VPs. It was suggested that members might like to give a donation to IfJ this can be done on the just giving button on our website. Catherine has responded saying how much these comments are appreciated, and the positive feedback makes it all worthwhile.

'Duns Numbers: An intermediary asked by HMCTS for a Duns number and to be registered with Basware. Asked if anyone else knew about this. Other intermediaries had been asked as well. The number can be obtained from Dun & Bradstreet. ukcs@dnb.com



Remote Process

Today CBA officers are in Edinburgh to watch a trial being conducted with a jury watching via videolink in an adjourning court room. It is hoped this might provide a solution for multi-handed trials.

<https://twitter.com/thecriminalbar/status/1285494390451036160?s=12>

Covid-19 Transmission

Face masks in court buildings: A decision has been taken to enforce the use of face coverings in court buildings from Monday (27th). This will be in main public areas only and NOT in the court room itself. Users can ask a member of staff for a face covering if they need one, though we prefer that individuals bring their own.

Individuals do not need to wear a face covering if they have a practical reason not to. For example: they have disability or health issue that makes it difficult, wearing one will cause severe distress, a deaf person they support needs to read their lips, they are eating, drinking or taking medicine. Further guidance is being worked on and will be forwarded once we have it'

From HMCTS

Resources

We have sets of therapy dolls that normally comprise of a family of four, with underwear and clothes that can be removed. They are made by volunteer sewing recruits and have all been donated for any intermediary who thinks they may be a useful addition to their work kit. I'm happy to send out for just cost of postage (£2.95) to anyone who would like them.

But please feel free to say if you think they need more explanation. secretary@intermediaries-for-justice.org>

HMCTS has offered to run the one-hour training for intermediaries if you'd like to take a closer look at the CVP functionality and ask questions. We are proposing **Thursday 6th August at 4.30 pm**. Please let us know here if this could work for you or if another date would be better for you by [filling out this short form](#).



Eva (who trains seniors to use the online technology) is thinking about a bespoke offering for intermediaries which we will let you know about shortly. Young and old are welcome! Until then she has sent through the following information:

Dear All,

These are my upcoming Zoom practice sessions:

1. Zoom Basics - Practice sessions for Senior Professionals (1 hour)

I have a recurrent FREE Zoom Basics training on Mondays afternoon at 4pm. This is not a presentation or a recorded session but a live guided tutorial with me, where you have chance to practice the basic functionalities of Zoom in a peer-learning environment. You will be in a small group of 6 - 12 participants so you have chance to ask questions. You will find me in Eventbrite following the link below and book your free ticket by choosing the date.

Zoom Basics Practice for Seniors

<https://www.eventbrite.co.uk/e/zoom-basics-practice-session-for-seniors-tickets-105121021806>

2. Zoom Advanced - Practice sessions for Senior Professions for Zoom HOST-ing (this is a 4-session event)

For those of you who would like to become a confident Zoom Host and create your own events, workshops, courses (with presentations and break out sessions or teach online). This is a 4-session training and we combine Zoom with other applications and you will practice how to prepare specifically for Zoom events as a host. I run this training usually once a month with a small group of 4-8 people.

Upcoming training will start next week on Tuesdays 4 pm (if this timing is not good for you send me a message).

Upcoming Zoom Advanced Practice for Seniors

<https://www.eventbrite.co.uk/e/advanced-zoom-host-ing-for-senior-professionals-freelancers-start-ups-tickets-107289353344?aff=erelpanelorg>

3. Private mentoring / coaching session

We can address the specific issues you might have (Zoom or other office app technical skills and confidence, professional development related). This could be booked with me individually by sending me an email to bellrockcoaching@gmail.com



4. Zoom video tutorials for your practice

Please find the two attachments below with the video tutorial links. You just need to click on the link on the PDF and the video tutorial will open. (You will need to be able to open the PDF with Acrobat Reader) These are the topics I cover on my Basic and Advanced Zoom practice sessions. Feel free to save it to your computer as a reminder, so you can practice with them.

SUGGESTED PRACTICE FOR ZOOM SCREEN SHARING:

· You can create a Zoom meeting when only you attend. You open several documents using various apps on your computer desktop. · You go back to your Zoom meeting and click on the 'screen share' · Practice switching back and forth, develop fluency switching between your applications (Word, PowerPoint, Photo, Whiteboard etc). Do not struggle alone with technology, remember I am only 'one click away'. ;-)) You can send me a request, questions, comments to this email address: bellrockcoaching@gmail.com

Kind regards,

Eva Bellrock Szabo MSc, BA (Hons), Private Zoom Trainer for Senior Professionals, Mentor and Life Transition Coach Email: bellrockcoaching@gmail.com, Mobile: 07840373710 (text messages) Website: evabellrock.com (under construction)

Other

The Solicitors Regulation Authority has dropped 'damaging' plans to introduce a higher rights qualification requirement for youth court solicitors. However, solicitors could be punished if the regulator discovers they have not kept on top of their learning and development.

<https://www.lawgazette.co.uk/practice/sra-drops-higher-rights-requirement-for-youth-court-solicitors/5105174.article>

Gov.UK guidance

Court Appointed Intermediary Services

Ministry of Justice.

Published date: 20 July 2020 Open early engagement - This means that a procurement idea is currently active, it is in the early stage of development and judging interest from potential suppliers. <https://www.contractsfinder.service.gov.uk>

Legal Aid Agency annual report and accounts 2019 to 2020

<https://www.gov.uk/government/publications/legal-aid-agency-annual-report-and-accounts-2019-to-2020>



Coronavirus (COVID-19): courts and tribunals planning and preparation

<https://www.gov.uk/guidance/coronavirus-covid-19-courts-and-tribunals-planning-and-preparation>