

Sentencing Council

Business Plan Financial Year 2018/19

Contents

Chairman’s introduction.....	3
Background and membership	6
Objectives	9
Resources	18
Annex A: Rationale for the prioritisation of guidelines	19
Annex B: Criteria for assessing/ evaluating guidelines.....	20
Annex C: The Office of the Sentencing Council as at 1 May 2017	22
Annex D: Sentencing Council guideline work plan – 2017-2020	23

Sentencing Council

Chairman's introduction



I am pleased to introduce the Sentencing Council's sixth annual business plan, which sets out our aims, objectives and priorities for the financial year 2018/19.

This year the Council will launch four definitive guidelines: *Breach Offences*, *Intimidatory Offences* (including stalking, as well as the new offences of controlling or coercive behaviour and disclosing private sexual images), *Manslaughter* and *Child Cruelty*.

During the course of the year we will also continue work to prepare, seven further proposed guidelines. Five of these will be new guidelines: *Arson and Criminal Damage*, *Public Order*, *Firearms Offences*, an overarching guideline on mental health and a general guideline for use where there is no offence specific guideline. We will be revisiting guidelines that the Council has previously produced: *Assault* (within which it is proposed to include attempted murder) and *Drug Offences*. We will also commence work to update guidelines for some either way offences for which guidelines already exist but for magistrates' courts only.

Consultation is a vital aspect of the Council's work. For guidelines to succeed they must be informed by the knowledge and expertise of those people who have legal or practical experience in the area we are examining, and by the views of those with an interest in our work or in the operation of the wider criminal justice system. We are always grateful to the people and organisations who give their valuable time to contribute to our consultations.

In addition to publishing guidelines, the Council is required to monitor and evaluate their operation and effect. During this year we will be publishing evaluations of several guidelines including those for the offences of robbery, drugs, theft, sexual offences, and fraud. The work to revisit our *Assault* and *Drug Offences* guidelines

will be informed by the results of our published assessments of their impact and implementation.

We will also be working this year to take forward a number of themes arising from a review of how best the Council can exercise its statutory functions. The review was conducted by Professor Sir Anthony Bottoms, Emeritus Professor at the Institute of Criminology, University of Cambridge, at the Council's request. I am grateful for the work undertaken by Professor Bottoms and his colleague, Dr Jo Parsons.

Professor Bottoms' review outlines areas in which the Council has been successful since its inception in 2010, but there are also recommendations that are designed to help the Council take forward its work and agree its future priorities as it approaches its tenth anniversary. We have published a response to the review alongside the full document in which we outline the areas we plan to take forward.

The report and the Council's response are available on our website:
<https://www.sentencingcouncil.org.uk/news/item/council-publishes-independent-review/>

The purpose of publishing our business plan is to make sure that everyone who has an interest in our work is kept informed of developments. The Council's priorities can, and do, change throughout the year and from one year to the next. For example, we are statutorily bound to consider requests from the Lord Chancellor¹ and the Court of Appeal to review the sentencing of particular offences. We may also need to consider amending our work plan if we are required to undertake work on new or particularly complex areas of sentencing. This may have an impact on our budget, where things are either brought forward or pushed back to accommodate new requests.

We will continue to review the plan during the year and publish updates, as appropriate, on our website.

The Council's website continues to support sentencers and criminal justice professionals by making the sentencing guidelines and supporting information accessible to them, as well as to the public, victims, witnesses, offenders, researchers and journalists. In 2017/18 we conducted a comprehensive review of the website and considered the ways in which it could more effectively meet the needs of the Sentencing Council and our many stakeholders. In particular, we considered to what extent the website helps the Council in improving public confidence in sentencing. We expect to develop the website in line with the recommendations of this review during the year.

This year we will also continue our programme of digital development with the digitisation of sentencing guidelines for the Crown Court. We expect to test the digital guidelines with users in late spring, with a view to launching in the summer. Development of the online guidelines has been informed by initial research with an advisory group of Crown Court judges, as well as the extensive consultation we did

¹ s.124 Coroners and Justice Act 2009

last year to support our redevelopment of the Magistrates' Court Sentencing Guidelines. I would like to thank everyone who has helped us in this work.

In the last year we made good progress against the goals set out in our 2017/18 business plan. We published the *Bladed Articles and Offensive Weapons* guideline; a new guideline on domestic abuse; and we consulted on, and published, a guideline covering terrorism offences. In addition, we consulted on manslaughter and child cruelty offences and completed consultations on intimidatory offences. We also worked with magistrates in a sample of courts to collect the data needed to support future evaluations of guidelines. I am grateful to them for their support with this.

We have also made progress in our work to raise the Council's profile and build relationships across the criminal justice system, with Council members and staff from the Office of the Sentencing Council giving more than 30 speeches or presentations during the year. Our audiences included magistrates, judges, police, academics, non-governmental organisations, solicitors and barristers.

Since our last business plan four new members have joined the Council. I would like to take this opportunity to welcome District Judge Rebecca Crane, Rob Butler JP, HHJ Rosa Dean and Dr Alpa Parmar. I would like to acknowledge the contribution of District Judge Richard Williams, Jill Gramann JP and Professor Julian Roberts, all of whom have left the Council since the last Business Plan.

As is traditional, I would also like to pay tribute to the staff of the Office of the Sentencing Council. I have said before that they are the Council's most valuable resource and I remain very proud of the high quality work that the team produces. In monetary terms our budget is very limited and it is testament to the staff's ability and dedication that the Council continues to have the success that it does.

A handwritten signature in black ink that reads "Colman Treacy". The signature is written in a cursive style. Below the signature is a long, thin horizontal line that tapers at both ends, serving as a decorative underline.

Colman Treacy

July 2018

Background and membership

The Sentencing Council is an independent, non-departmental public body (NDPB) of the Ministry of Justice (MoJ). It was set up by Part 4 of the Coroners and Justice Act 2009 ('the Act') to promote greater transparency and consistency in sentencing, whilst maintaining the independence of the judiciary. Its primary role is to issue guidelines, which the courts must follow unless it is in the interests of justice not to do so. The Council meets 10 times a year; minutes are published on its website.

Appointments to the Council

The Lord Chief Justice, the Right Honourable Lord Burnett of Maldon is President of the Council. In this role he oversees Council business and appoints judicial members.

The Lord Chancellor and Secretary of State for Justice appoints non-judicial members.

All appointments are for a period of three years, with the possibility of extending up to a maximum of 10 years. Membership of the Council as of 1 June 2018 is as follows:

Members

The Council comprises the following judicial and non-judicial members:

Chair: The Right Honourable Lord Justice Treacy

Colman Treacy was appointed to the Court of Appeal in 2012. He has been Chairman of the Sentencing Council since November 2013 and a member of the Council since April 2010.

Vice-Chair: The Right Honourable Lady Justice Hallett DBE

Heather Hallett was appointed to the Court of Appeal in 2005 and has been Vice President of the Court of Appeal Criminal Division since 2013. She was appointed to the Sentencing Council on 27 November 2013.

Simon Byrne QPM

Simon Byrne has been Chief Constable with Cheshire Constabulary since June 2014. In 2015 he became the National Police Chiefs' Council (NPCC) lead for the National Police Air Service. He was appointed to the Sentencing Council on 1 September 2016.

Mark Castle

Mark Castle is Chief Executive of Victim Support. He was appointed to the Sentencing Council on 17 July 2015.

Rosina Cottage QC

Rosina Cottage has been a barrister since 1988, practicing in criminal law, and is a Tenant at the Chambers of Max Hill QC, Red Lion Chambers. She was appointed Queen's Counsel in 2011 and appointed Crown Court Recorder in 2012. She was appointed to the Sentencing Council on 18 July 2016.

District Judge (magistrates' courts) Rebecca Crane

Rebecca Crane was appointed as a District Judge in 2011 and is currently based in Birmingham. She was appointed to the Sentencing Council on 1 April 2017.

The Honourable Mr Justice Goose

Julian Goose is the Resident Judge and Honorary Recorder of Sheffield. In October 2017, he was appointed to the High Court, assigned to the Queen's Bench Division. He was appointed to the Sentencing Council on 26 June 2014.

Martin Graham

Martin Graham was Chief Executive of the Norfolk and Suffolk Community Rehabilitation Company until April 2016. He was appointed to the Sentencing Council on 1 June 2015.

Rob Butler JP

Rob Butler has sat as a magistrate since 2007, as a presiding justice in the adult court since 2012, and joined the youth panel in 2010. He was appointed to the Sentencing Council on 6 April 2018.

Her Honour Judge Rosa Dean

Rosa Dean was called to the bar in 1993, she was appointed as a District Judge (magistrates' courts) in 2006, a Recorder in 2009 and a Circuit Judge in 2011. She was appointed to the Sentencing Council on 6 April 2018.

The Right Honourable Lord Justice Holroyde

Tim Holroyde was appointed as a High Court Judge in January 2009 and was a Presiding Judge on the Northern Circuit until December 2015. In October 2017 he was appointed as a Lord Justice of Appeal. He was appointed to the Sentencing Council on 6 April 2015.

The Honourable Mrs Justice McGowan

Maura McGowan was called to the Bar by the Middle Temple in 1980 and took Silk in 2001. She was appointed an Assistant Recorder in 1997 and as a Recorder in 2000. She was appointed as a High Court Judge in 2014. She was appointed to the Sentencing Council on 2 January 2017.

Her Honour Judge Sarah Munro QC

Sarah Munro was appointed as a Circuit Judge based at Portsmouth Crown Court in 2011. In July 2017 she was appointed as a Senior Circuit Judge at the Central Criminal Court.

She was appointed to the Sentencing Council on 6 April 2013.

Dr Alpa Parmar

Alpa Parmar is a departmental lecturer in criminology, in the Faculty of Law at the University of Oxford. She was appointed to the Sentencing Council on the 6 April 2018.

Alison Saunders

Alison Saunders is the Director of Public Prosecutions and head of the Crown Prosecution Service. She was appointed to the Sentencing Council on 1 November 2013.

Sub-groups

The Council has sub-groups to provide oversight in three areas: analysis and research, confidence and communications and governance. The sub-groups' roles are mandated by the Council and all key decisions are made by the full membership. The sub-groups are internal rather than public-facing.

Objectives

Statement of Purpose

The Sentencing Council for England and Wales promotes a clear, fair and consistent approach to sentencing through the publication of sentencing guidelines, which provide clear structures and processes for judges and magistrates, and victims, witnesses, offenders and the public.

Objectives

The Council's objectives are informed by its statutory duties under the Act.

We will:

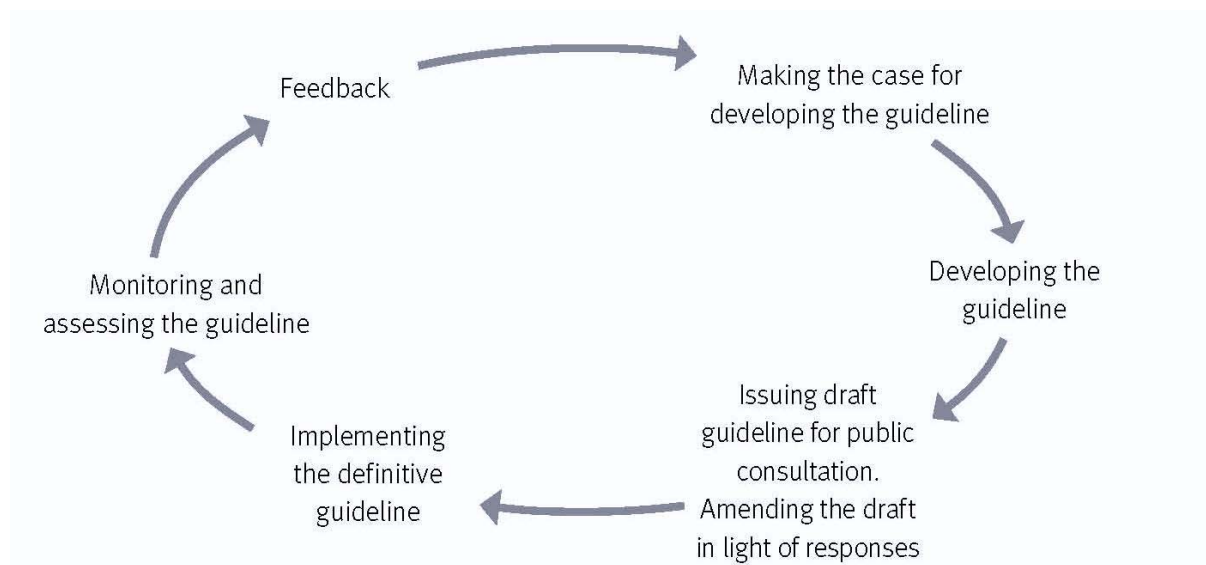
- 1. Prepare sentencing guidelines that meet their stated aims, with particular regard to the likely impact on prison, probation and youth justice services, the need to consider the impact on victims and to promote consistency and public confidence**
This will be met by: developing evidence-based guidelines, fully considering the policy, legal and resource implications; publishing consultations which clearly set out the rationale for the approach and likely resource implications; taking into account responses and research to make improvements before publication of definitive guidelines; and engaging with stakeholders, practitioners, the media and others to explain the implications of guidelines.
- 2. Monitor and evaluate the operation and effect of our guidelines and draw conclusions**
This will be met by: putting in place bespoke, targeted evaluations and assessments of the impact and/or implementation of guidelines and collecting the necessary monitoring data; and by using evaluation evidence to review and if necessary, amend guidelines.
- 3. Promote awareness of sentencing and sentencing practice**
This will be met by: making effective use of consultation events, proactive engagement with the media, and maximising the Council's digital capability and online presence to promote awareness and to improve and strengthen engagement with stakeholders; and by publishing relevant material, in particular evaluations of guidelines and an annual report of the Council's activities.
- 4. Deliver efficiencies, while ensuring that the Council continues to be supported by high-performing and engaged staff**
This will be met by: delivering our objectives within the budget we are allocated, while ensuring that the Office has a motivated and collaborative team who feel valued and challenged and has the necessary capability and autonomy to deliver clear, tangible and outcome-focused objectives, and work together to identify and implement more efficient ways of working and ensure value for money.

The activities for 2018/19 that will deliver these objectives are outlined in **Table 1**.

Delivering the Sentencing Council's objectives

The Council approaches the delivery of its objectives by adopting a guideline development *cycle*. This is based on the policy cycle set out by HM Treasury in the *Green Book on Appraisal and Evaluation in Central Government (2003)* and allows a culture of continuous improvement to be embedded within the development process.

Following this cycle, there are several key stages within the development of a sentencing guideline:



Making the case for developing the guideline

Annex A outlines the Council's rationale for prioritising which guidelines to produce, after which options for the actual guideline are considered. This may include conducting research, assessing options for the scope and remit of a guideline, its objectives, or whether there is in fact a need for the guideline. If the guideline has been requested by the Lord Chancellor, Lord Chief Justice, Court of Appeal or external bodies or stakeholders, this would also be considered.

Developing the guideline

Once the Council has decided that a guideline will be produced and has agreed the objectives, work is undertaken to produce a draft guideline that will be issued for consultation. This involves a variety of different activities including consideration of relevant case law and existing sentencing guidelines or guidance; analysis of current sentencing practice; research and analysis to assess any practical, behavioural or resource implications of draft guideline proposals; stakeholder mapping and engagement and analysis of media reports. The guideline proceeds through a number of iterations of drafting in order to ensure that different options are fully considered. A monitoring and evaluation strategy is also drawn up to ensure that the guideline can be assessed and evaluated after implementation.

Issuing the guideline for public consultation

A draft guideline is issued for public consultation, alongside the analysis and research that supported its development and an assessment of its resource implications and any equality impact. The media and stakeholders are briefed about the main issues and the purpose of the consultation, in order to bring it to the attention of a wide audience and encourage responses. Events are held with stakeholders to ensure that those with particular interest in the guideline are aware of the consultation and able to provide their input.

Further work is then undertaken after the consultation to revise the guideline to take account of the responses received; and to review and if necessary test changes to the guideline.

Publishing and implementing the definitive guideline

The guideline is published. Updated data on sentencing practice and a new resource assessment to reflect the final guideline are published at the same time. The guideline is distributed to stakeholders and events may be held. The media are also briefed, and a range of channels, including social media, are used to ensure that the public is informed and that all key parties are aware of and able to access the guideline.

The Council works with the Judicial College to help facilitate training for sentencers on using the guideline. There will generally be an implementation period of approximately three months before the guideline comes into effect to allow for awareness-raising and any training to take place.

Monitoring and assessing the guideline

Annex B outlines the Council's approach to monitoring and evaluating its guidelines. This adopts a targeted, bespoke and proportionate approach to assessing each guideline's impact and implementation, based on the likely impact of unanticipated consequences having a significant effect on correctional resources, whether the Council intended to change sentencing practice, and whether any informal evidence suggests the guideline may not have had its intended effect. It also takes into account the data and resources available. A variety of different methods of data collection may therefore be utilised, as necessary.

Feedback

The outcomes of the monitoring and evaluation, along with any stakeholder or media feedback, will then be assessed and considered by the Council. On the basis of this, the guideline cycle moves back into the phase of **making the case for developing the guideline**, this time addressing the need to review the guideline and make improvements. If this is found to be necessary, the cycle begins again. The timescale for this process will vary, depending on a number of factors including the extent of monitoring and evaluation and the urgency for taking any action.

Timing and prioritisation

The Business Plan sets out an indicative timeline for preparation and publication of guidelines based on the Council's current priorities and its three-year rolling work programme. The plan will be subject to bi-annual review and updates will be published, as appropriate, on the Sentencing Council website.

Table 1: The main activities to deliver our objectives and planned timescales are as follows:

Work area	Objectives addressed	Key planned deliverables	Target quarter ending
SECTION 1: GUIDELINES			
Assault including attempted murder	1, 3	Development of draft guideline for consultation	June 2019
Arson and criminal damage	1, 3	Publication of definitive guideline, consultation response and updated resource assessment	June 2019
Bladed article/ offensive weapon possession/threats	1, 3	Guideline in force	June 2018
Breach offences	1, 2, 3	Publication of definitive guideline, consultation response, and resource assessment	June 2018
		Guideline in force	December 2018
Child cruelty	1, 3	Publication of definitive guideline, consultation response and updated resource assessment	September 2018
		Guideline in force	March 2019
Domestic abuse	1, 3	Guideline in force	June 2018
Drugs	1, 3	Publication of findings from guideline assessment	June 2018
		Development of draft guideline for consultation	March 2019
Fraud	2, 3	Publication of findings from guideline assessment	June 2018
Firearms offences	1, 3	Development of draft guideline for consultation	March 2019

Intimidatory offences	1, 2, 3	Publication of definitive guideline, consultation response and updated resource assessment	September 2018
		Guideline in force	December 2018
Manslaughter	1, 3	Publication of definitive guideline, consultation response and updated resource assessment	September 2018
		Guideline in force	December 2018
Mental health	1, 3	Publication of consultation and resource assessment	March 2019
Public order	1, 3	Publication of consultation, resource assessment and statistical bulletin	June 2018
		Consideration of consultation responses and development of definitive guideline	June 2019
Robbery	2,3	Publication of findings from guideline assessment	September 2018
Replacement for Sentencing Guidelines Council Seriousness Guideline:			
1) General guideline where there is no offence specific guideline	1, 3	Publication of consultation and resource assessment	June 2018
		Consideration of consultation responses and development of definitive guideline	September 2019
2) Expanded explanations in offence specific guidelines	1, 3	Publication of consultation and resource assessment	December 2018
		Consideration of consultation responses and development of definitive guideline	September 2019
Sexual offences	2,3	Publication of findings from guideline assessment	September 2018
Theft	2,3	Publication of findings from guideline assessment	March 2019
Terrorism	1, 3	Guideline in force	June 2018

SECTION 2: CROSS-CUTTING WORK			
Digitisation of guidelines	3	Maintain, support and promote online and offline sentencing guidelines for magistrates (Magistrates' Courts Sentencing Guidelines)	Ongoing
	3	Test, deliver, promote and refine online and offline sentencing guidelines for Crown Court judges	August 2018
	3	Redevelop the Sentencing Council website	March 2019
Annual Report	3	Publish Annual Report	July 2018
Business Plan	3	Review progress and publish update	December 2018 (tbc)
References received from Lord Chancellor or Court of Appeal under section 124	1, 2, 3	Respond as required	Reactive only
External representation	1, 3	Council members and office staff speak at a minimum of 20 external events targeting the judiciary, criminal justice practitioners, academics and special interest groups	Ongoing
	3	Promote sentencing guidelines and the Council using all channels, including via proactive and positive engagement with the media, to engage with government, its arm's length bodies, the Judicial College and organisations with an interest in criminal justice and sentencing	Ongoing
	3	Promote public confidence in sentencing by tailoring and targeting our external communications, developing relationships with key advocates such as the police service and developing the public-facing content of our website; commission research to inform the confidence and communications strategy	Ongoing
	3	Provide assistance to foreign jurisdictions via visits, advice and support work.	Ongoing

SECTION 3: EFFICIENCY AND OUR PEOPLE

Efficiency	4	<p>Publishing online by default; assessing the need for print on a case-by-case basis, if online publication does not meet need.</p> <p>Ensure value for money in the procurement of goods and services, making savings where possible, in particular from printing costs and complying with departmental finance, procurement and contract management rules.</p> <p>Learn from lessons of each project, making improvements to future guidelines as a result; and improving efficiency on the basis of experience of what works.</p>	Ongoing; review quarterly
Capability	4	<p>Enable the Council to operate digitally, through development and support of secure online members' area, digital Council papers and online collaboration tools.</p> <p>Ensure all staff undertake at least five days of targeted learning and development to develop skills, capability and career.</p> <p>Hold lunchtime seminars for staff to share knowledge and expertise about the work of the Council, the criminal justice system and Whitehall/ government.</p>	
Engagement	4	Implement an action plan arising from the findings of the people survey, based on priorities identified by staff.	

TIMELINE OF PUBLICATIONS AND GUIDELINE EFFECTIVE DATES 2018/2019		
April	Terrorism	Definitive guideline in force
	Research to advise on how the Sentencing Council can best exercise its statutory functions	Publication of report
May	Public order	Launch of consultation
	Domestic abuse	Definitive guideline in force
June	Bladed articles and offensive weapons	Definitive guideline in force
	General guideline	Launch of consultation
	Breach	Publication of definitive guideline
	Drugs	Publication of evaluation report
	Fraud	Publication of evaluation report
July	Intimidatory offences	Publication of definitive guideline
	Manslaughter	Publication of definitive guideline
August	Sexual offences	Publication of evaluation report
September	Robbery	Publication of evaluation report
	Child cruelty	Publication of definitive guideline
October	Breach	Definitive guideline in force
	Intimidatory offences	Definitive guideline in force
November	Manslaughter	Definitive guideline in force
December	Expanded explanations in offence-specific guidelines	Launch of consultation
January	Child cruelty	Definitive guideline in force
	Theft	Publication of evaluation report
March	Mental health	Launch of consultation

Resources

Staff headcount (as at 1 April 2018)

Area of activity	FTE ²
Head of Office and support	2
Policy	3.9
Analysis and research	7.3
Legal	1
Communications	3
Total	17.2

Budget

Summary of budget and resource allocation

	2017/18 (actual) ³ £000s	2018/19 (budget) £000s
Total funding allocation	1,455	1,404
Staff costs	1,116	1,194
Non-staff costs	323	210
Total expenditure	1,439	1,404

² FTE: full-time equivalents

³ The total expenditure has been rounded to the nearest £1,000 independently from the constituent parts, therefore summing the parts may not equal the rounded total.

Annex A: Rationale for the prioritisation of guidelines

Under section 120 of the Coroners and Justice Act 2009 the Sentencing Council must prepare sentencing guidelines on:

- the discharge of a court's duty under section 144 of the Criminal Justice Act 2003 (c. 44) (reduction in sentences for guilty pleas);⁴ and
- the application of any rule of law as to the totality of sentences.⁵

Section 120(4) provides that the Council may prepare sentencing guidelines about any other matter.

The overarching aim of the Council in publishing guidelines is to promote a clear, fair and consistent approach to sentencing. In agreeing its three-year rolling work plan, the Council will prioritise the publication of guidelines that will fulfil that aim.

The Sentencing Council will schedule guideline production on the basis of one or more of the following factors:

- The Lord Chancellor or Lord Chief Justice formally requests the review of sentencing for a particular offence, particular category of offence or particular category of offender and the production of a guideline.
- New legislation requires supporting sentencing guidelines.
- Guidelines issued by the Sentencing Guidelines Council require conversion into the Council's step by step approach to sentencing or current guidelines are out of date or incomplete.
- A substantial body of interested parties request a guideline to be issued for a particular area of sentencing.
- Sentencing data suggests that there may be inconsistency in sentencing for a particular offence, particular category of offence or particular category of offender.
- Evidence suggests that the guideline would have a significant effect on sentencing practice, for example, the potential range of available sentences is wide and/or the number of offences sentenced is significant.
- The resource required to produce a guideline and other work pressures.

⁴ s.120 (3)(a)

⁵ s.120 (3)(b)

Annex B: Criteria for assessing/ evaluating guidelines

Aim

To assess whether guidelines are having any impact on sentencing outcomes (type, length and severity) and/ or incurring any implementation issues. A two stage process of decision-making will be undertaken:

Stage 1: Consider the need to assess the guideline

This will take account of changes forecast in the resource assessment (impact assessment) or the sentencing process set out in the guideline (implementation assessment). It will take account of whether:

- the offence is high volume and any incorrect assumptions in the resource assessment may have a significant impact;
- the Council had a stated intention of changing sentencing practice;
- informal evidence suggests the guideline is not having its intended impact (e.g. feedback from sentencers); and
- external bodies have an interest in the impact of the guideline.

If none of the above apply, the Council may be advised not to evaluate formally at this stage.

Stage 2: Evaluation/ assessment

a) Initial evaluation

If any of the above criteria apply, initial work will be undertaken using MoJ Court Proceedings Database⁶ (CPD) sentencing data for the magistrates' courts and Crown Court, to determine the feasibility, need and scale of further work.

If initial analysis of sentencing volumes, outcomes and average custodial length indicate any marked and/or unintended changes after the guideline was introduced, further work will be considered. If it does not, this information would be fed back and it may be that no further analytical work at this stage would be advised.

b) Further evaluation

If further work is deemed useful, feasibility of the work will be assessed. This would consider:

- whether offence volumes are large enough to use MoJ data and to enable appropriate statistical analysis to be undertaken using a forecast of what would have happened if the guideline had not been introduced; and
- what other information can be collated (qualitative information, media reports, stakeholder feedback, etc).

⁶ The CPD is derived from the LIBRA case management system, which holds the magistrates' court records, and the Crown Court's CREST system which holds the trial and sentencing data.

The best approach to evaluation would be assessed, considering, as appropriate:

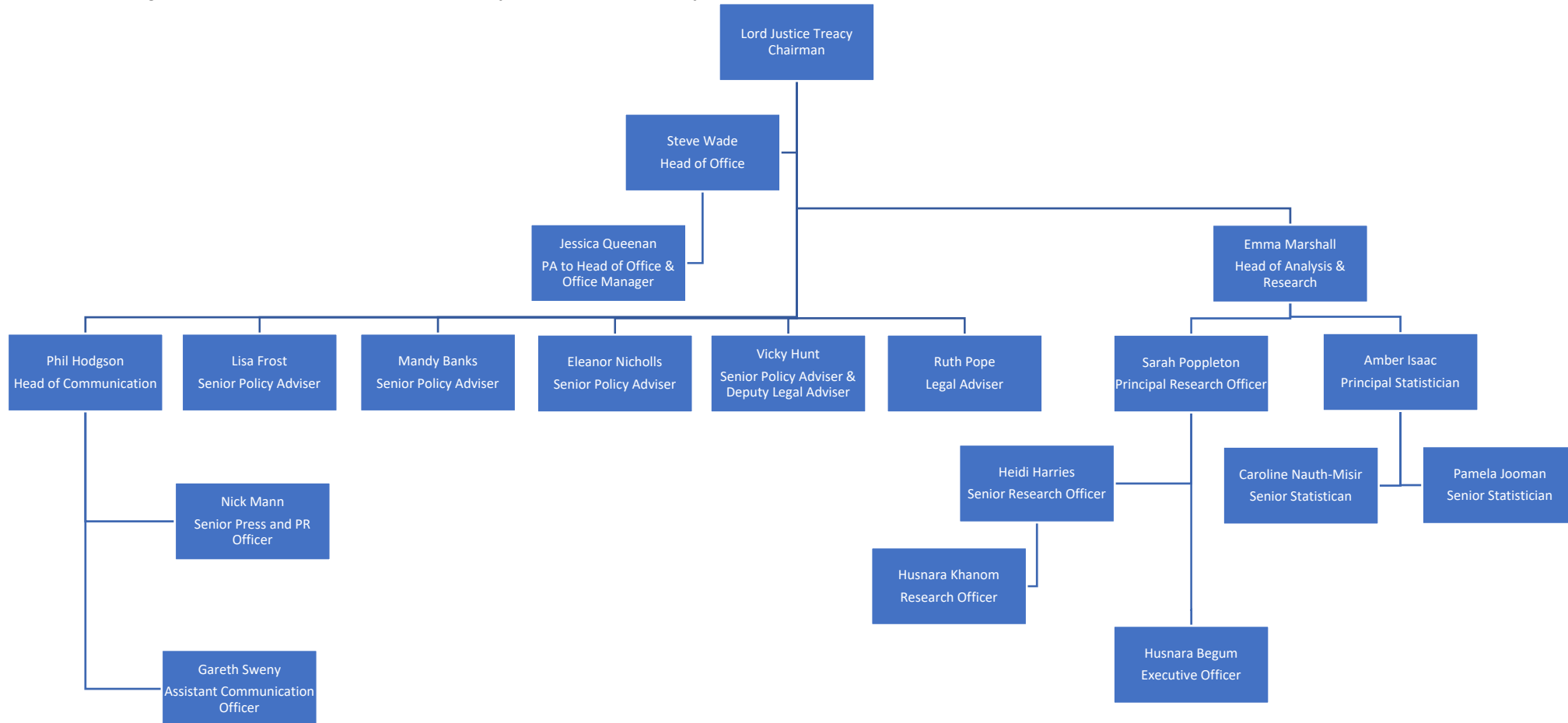
- statistical work involving time series analysis using the MoJ CPD;
- analysis of sentencing factor information using Crown Court Sentencing Survey⁷, magistrates' courts survey data, and other court data (if available); and
- further bespoke quantitative or qualitative data collection and analysis to support the evaluation.

Where bespoke data collection is initiated, this should preferably involve a 'before' and 'after' sample, covering at least a three-month period before publication of a consultation guideline and at least three months after the guideline comes into force.

⁷ Between 1 October 2010 and 31 March 2015 the Council conducted a data collection exercise called the Crown Court Sentencing Survey. The paper-based survey was completed by the sentencing judge (or other sentencer) in the Crown Court. It collected information on the factors taken into account by the judge in working out the appropriate sentence for an offender and the final sentence given. It was designed to assist the Sentencing Council with fulfilling its duties under section 128 of the Coroners and Justice Act 2009.

Annex C: The Office of the Sentencing Council as at 1 April 2018

The Sentencing Council is supported in its work by a multi-disciplinary team of civil servants, as shown below.



Annex D: Sentencing Council guideline work plan – 2018-2020¹

Guideline	Consultation period	Publish definitive guideline	Definitive guideline in force²
Bladed articles and offensive weapons	October 2016 – January 2017	1 March 2018	1 June 2018
Breach offences	October 2016 – January 2017	7 June 2018	October 2018
Intimidatory offences	March 2017 – June 2017	5 July 2018	October 2018
Manslaughter (including SGC provocation guideline)	July 2017 – October 2017	31 July 2018	November 2018
Child cruelty	June 2017 – September 2017	4 September 2018	January 2019
Arson and criminal damage	March 2018 – June 2018	May 2019	October 2019
Public order	May – August 2018	June 2019	October 2019
General guideline	June 2018 – September 2018	July 2019	October 2019
Expanded explanations in offence specific guidelines	December 2018 – March 2019	July 2019	October 2019
Revision of Sentencing Council (SC) assault and SGC attempted murder guidelines	June 2019 – September 2019	June 2020	October 2020
Overarching guideline on mental health	March – June 2019	April 2020	July 2020
Drugs – revision of SC guideline	May 2019 – August 2019	April 2020	July 2020
Firearms offences	April 2019 – July 2019	April 2020	July 2020

Guideline	Consultation period	Publish definitive guideline	Definitive guideline in force²
Immigration/modern slavery offences	2019 – 2020	2020	2020
Burglary revision of SC guideline	2019 – 2020	2020	2020
Motoring offences ³	2019 – 2020	2020	2020

In addition, the Council will aim to update any remaining either way offences from the Magistrates' Court Sentencing Guidelines, not covered by any guideline above by 2020.

¹ The dates shown in this work plan are indicative and may be subject to change.

² In most instances, we aim to bring definitive guidelines into force quarterly, on 1 January, 1 April, 1 July, and 1 October.

³ Timetable provisional dependent on outcome of Government review.