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**hmcs**

# **Alteration of the Local Justice Areas of Chorley, Ormskirk and South Ribble**

**Consultation Paper**

CP 01/05

04/11/05

This consultation will end on 03/02/06





## **Alteration of the Local Justice Areas of Chorley, Ormskirk and South Ribble**



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## Executive summary

1. The relevant legislation, which governs the proposed changes to Local Justices Areas (LJAs) is contained in Section 8 of the Courts Act 2003. (See Annex I for full details)
2. The publication of this consultation paper is the first stage of the process for proposing such changes.
3. It is proposed to combine the LJAs of Chorley, Ormskirk and South Ribble and rename them South West Lancashire LJA.
4. The consultation paper sets out in appropriate depth the reasons for the Area Director's present proposal to combine the above LJAs in South West Lancashire to obtain the benefit of economies of scale and through it improve the quality of service HMCS provides to the parties to court proceedings before, during and after any court hearing, through the increased flexibility that the abandonment of the present inflexible local justice area boundaries will bring.
5. By bringing to an end the unnecessary triplication of administrative work resulting from the individual support provided to the existing LJAs any extra administrative burden will be avoided. The time or capacity that this process of rationalisation frees up will be expended on addressing customer service issues and will facilitate an improvement in overall performance in this fundamentally important aspect of the organisation's business.
6. The amalgamation would ensure that Magistrates are used more effectively and that their specialist skills are used appropriately. It will result in a better application of their training and knowledge, a wider range of experience and through it an improvement in confidence and skills. It will ensure that all Magistrates are given an equal opportunity to undertake all aspects of work undertaken in the Magistrates' Courts in South West Lancs, as required by the Lord Chancellor.
7. If a combination of the LJAs is considered appropriate it is most apt to rename the combined LJA, as the South West Lancashire LJA.
8. At the conclusion of this local consultation process, if the Area Director determines to proceed with the proposal to alter the LJAs of Chorley, Ormskirk and South Ribble, a draft order would be submitted to the Lord Chancellor for approval.
9. In the latter circumstances, a draft order would be submitted to the Lord Chancellor in February 2006. Consideration by the Lord Chancellor is likely

to take a number of months. Consequently, the proposed date for implementation would be 1<sup>st</sup> April 2006.

10. Before any order is made under the above statutory provision, the Lord Chancellor will take into consideration any representations made in the manner and time prescribed later in this paper.
11. A number of questions are listed at the end of the paper and your views are sought on these.
12. This consultation is being conducted in line with the Code of Practice on Consultation issued by the Cabinet Office and falls within the scope of the Code. The Consultation Criteria, which are set out on page 28, have been followed.
13. An initial Regulatory Impact Assessment does not indicate that any groups are likely to be particularly affected. The proposals are unlikely to lead to additional costs and savings for businesses, charities or the voluntary sector, or on the public sector. However, they will generate efficiency savings for the public sector in reference to case progression and the efficient administration of magistrates' courts. Consequently, this paper does not contain a Partial Regulatory Impact Assessment. If you disagree with this conclusion, you are invited to send your reasons as part of your overall response to this paper.
14. Copies of the consultation paper are being sent to:
  - Lord Lieutenant, Chancellor of the Duchy's Lancashire Advisory Committee
  - All Magistrates assigned to the Chorley, Ormskirk & South Ribble benches
  - All staff at Chorley, Ormskirk & South Ribble Magistrates' Courts
  - The Honourable Mr Justice Leveson, Presiding Judge
  - The Honourable Mr Justice McCombe, Presiding Judge
  - HH Judge Pamela Badley, Liaison Judge for the above three benches
  - Courts Board Members
  - Justices' Issues Group Members
  - Area Judicial Forum Members not included in the membership of the above Group
  - Local Family Justice Council (excluding HH Judge Gee who is a member of the above Forum)
  - Local Criminal Justice Board
  - Local Area Constituency MP's
  - Local Council Chief Executives
  - Chris Mayer, Regional Director

## Introduction

15. This consultation document provides details of a proposal to create a single LJA for South West Lancashire by combining the three LJAs of Chorley, Ormskirk and South Ribble. The new area would be known as the South West Lancashire LJA. The area's administrative support has been centralised since 1999 and a combination of the LJAs from this aspect only could be regarded as simply formally re-naming the constituent parts of that area. However, there are a number of far more tangible reasons, which are set out below, for taking this step.
16. The proposal is undertaken as part of Her Majesty's Courts Service's (HMCS) ongoing responsibility for improving the efficiency and effectiveness of the courts in Lancashire giving benefits to the organisation, Magistrates and public alike. In line with the Government's objectives, HMCS is expected to improve efficiency year on year. In addition, the need for the organisation to meet an increasing number of performance standards and targets means that current resources are often stretched to the limit and occasionally beyond it.
17. The Area Director is, therefore, obliged to investigate all possible avenues to improve efficiency and effectiveness with a view to achieving better value for money, making better use of the existing resources and improving the service provided to the community served by the organisation.
18. In due course, following this consultation exercise, the Area Director will determine whether or not to submit a draft order to the Lord Chancellor, whilst at the same time asking for the three LJAs to be combined and re-named.
19. HMCS's South West Lancashire Administrative Area comprises three LJAs. Within this Area there are three courthouses. The local administration to support the business of the Magistrates' Courts in the area is situated in the courthouse in the centre of Chorley between the Town Hall and the central police station. The courthouse is used on a daily basis and deals with the full range of business except family proceedings. Ormskirk and the South Ribble courthouse in Leyland are also used each Monday to Thursday. Ormskirk courthouse is also open for business each Friday, whilst the courthouse at Leyland remains closed on alternate Fridays. Both courts deal with the full range of business, excluding custody cases at the Leyland courthouse. The custody cases that would otherwise be dealt with at Leyland courthouse are usually transferred to Chorley but occasionally a matter might be transferred to the Ormskirk courthouse, if it is more practicable.
20. The South West Lancs. Family Proceedings Court Panel has already been combined from the three separate panels that previously operated in the area.

21. In addition, the Sentencing Review Panel (SRP), which is a non-statutory panel, operates across the area comprising Magistrates from each of the LJAs. The SRP conducts all its business at the Leyland courthouse and not only reviews sentences imposed throughout the South West Lancs. area but also those imposed in the Preston LJA.

However, apart from the above examples of good collaboration, the administration has to service the needs of three:

- LJAs
  - Benches
  - Bench Management Committees
  - Bench Training & Development Committees
  - Magistrates' Appraisal Panels
  - Magistrates' Mentoring Panels
  - Youth Court Panels
  - Fines Enforcement Panels
  - Local Authority etc Appeals Panels
22. For further background information and comparative data with other LJA's in Lancashire see Annex II.
23. A map of Lancashire and a further map showing the South West area of Lancashire are shown in Annexes III and IV, respectively

**The reasons for the proposed alteration of the three LJAs are as follows:**

24. The alteration of the three LJAs by combining them would create the opportunity for greater flexibility in allocating the courts' business to the most appropriate court house to address peaks and troughs in the workload. This will enable the administration, which is managed locally, to be more creative in making the best use of available facilities and resources, including the provision of staff and judiciary, within the area. It will also facilitate the service's expeditious response to customers' needs and reduce unnecessary delays in the administration of justice in the area.
25. Greater flexibility will be created in relation to the specialist panels and committees, i.e. the Family Proceedings, Fines Enforcement, Local Authority etc Appeals and Youth Court Panels and the Betting, Gaming & Licensing and Bench Training and Development Committees, given that only one of each panel/committee will need to be established to cover the entire area.
26. The combination of the LJAs will result in the establishment of a single bench of Magistrates covering the whole area. The rota arrangements and listing practices would be rationalised and lead to less bureaucracy. It is far simpler and more efficient to administer one rota than the three separate

existing rotas. Two of these are computerised and one is presently administered on a less effective manual basis, given the need to rota Magistrates' attendances randomly to enable them to deal with a greater variety of work and to benefit from the experience of sitting with colleagues from a wider cross-section of the bench. One computerised rota in the future will lead to economies of scale. Staff training in the better application of the existing software package will overcome the practical difficulties that have been encountered in the past through a lack of understanding of the current automated system.

27. If the proposal is approved the newly formed bench will need to hold an election meeting to elect a new Bench Chairmen and appoint an appropriate number of Deputy Chairmen. Subsequently, new bench panels and committees to address the area's business needs will also be established. In turn, these new panels and committees will elect their panel or committee Chairman and Deputy Chairmen. In partnership with the Deputy Justices' Clerk and the Court Manager, who cover this area, the Bench Chairman and the other key office holders will play pivotal roles in managing the change for the benefit of court users and the public. The fostering of a collegiate approach to the administration of justices throughout the area will be a fundamental goal. The further development of this approach will be critical to the success of the venture.
28. In addition, the combination would ensure that Magistrates are used more effectively and that their specialist skills are utilised appropriately. It should result in an increased application of their training and knowledge, with the agreement of existing Magistrates, at a greater number of courthouses and through it the development of an increased breadth of experience that results from dealing with a wider range of court business.
29. It will also ensure that all Magistrates are given an equal opportunity to undertake all aspects of the work that is dealt with in the Magistrates' Courts in South West Lancs. as required by the Lord Chancellor. Presently, there is only a limited opportunity for Magistrates on the South Ribble Bench to deal with custody cases because of the withdrawal of the facility to hear custody cases in 2000, following the closure of the cells at the Leyland court house, for health and safety considerations. An informal feasibility study set up to examine the likely costs to refurbish the court cell accommodation to the required standard concluded that such a scheme would be too expensive and, therefore, would not provide the taxpayers with value for money. The Lord Chancellor's Advisory Committee on the appointment of Magistrates in Lancashire has expressed considerable concern at this lack of opportunity for all the Magistrates on the South Ribble Bench to get an equal chance to deal with custody cases along with their colleagues from the neighbouring benches in the area. This concern also extends to issues around some South Ribble Magistrates having retired early or transferred to the Preston Bench in recent years because of the lack of opportunities. This obvious lack of equal development

opportunities presents as a real obstacle to the Advisory Committee in the fulfilment of its responsibilities regarding succession planning.

30. Following a combination, it would be possible to accommodate the development needs of all existing and future Magistrates assigned to South West Lancashire with regard to sitting patterns. Furthermore, the Justices' Clerk undertakes that none of the existing Magistrates will be required to sit at a courthouse in the area against their wishes, subject to the need for South Ribble Magistrates to sit at Chorley or Ormskirk Magistrates' Courts to maintain their competence in dealing with custody cases. However, subject to the Disability Discrimination legislation<sup>1</sup>, any Magistrate, who is appointed in the future, will be obliged to sit at any courthouse in the area, as required by or on behalf of the Court Manager or Deputy Justices' Clerk to meet the organisation's business needs.
31. The combination of the LJAs is consistent with the aims and objectives of the Access to Justice Act 1999<sup>2</sup>, which was designed to improve the accessibility of legal services to the public and the additional flexibility, which is derived from the combination will assist in the delivery of a quality justice system in South West Lancashire and the fulfilment of the organisation's responsibilities under the Public Service Agreements with the Government in respect of civil and criminal justice.
32. It is readily acknowledged that collaborative working practices already exist to improve the service provided to the public and at the same time alleviate some of the administrative burden in respect of Family and Sentencing Review work but it is submitted that there is a great deal more benefit to be achieved from a formal combination of the three constituent LJAs.
33. The already combined Family Proceedings Court and the Sentencing Review Panels serve as a useful model of good practice and the benefits of combination, including a pooling of Magisterial resources and reduced administration, could and should be replicated in respect of each of the remaining panels and committees, which are referred to in the background information above.

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<sup>1</sup> Disability Discrimination Act 1995

<sup>2</sup> An Act to establish the Legal Services Commission, the Community Legal Service and the Criminal Defence Service; to amend the law of legal aid in Scotland; to make further provision about legal services; to make provision about appeals, courts, judges and court proceedings; to amend the law about magistrates and magistrates' courts; and to make provision about immunity from action and costs and indemnities for certain officials exercising judicial functions. [27<sup>th</sup> July 1999]

34. The significant task of maintaining the remaining separate panels and committees in the existing LJAs results in a triplication of the necessary administrative support work and causes increased pressure on the staff. Presently, three separate Magistrates' attendance rotas are required. In addition, at least 6 separate bench meetings per annum need to be convened and serviced secretorially, when, if the proposal is accepted, only one rota for the entire area and a minimum of two bench meetings will be necessary each year. Similar economies of scale will result from the implementation of the proposal regarding the convening of the meetings of Panels and Committees referred to above, along with a corresponding reduction in the administrative support required.
35. Whilst it is difficult to quantify any projected financial savings, it is submitted that there must be inevitable cost benefits from a significant reduction in the number of meetings convened and their inherent costs and the consequent easing in the administrative workload.
36. In recent years it has not been easy for each of the three benches to recruit sufficient appraisers, mentors and Bench Training and Development Committee members to meet the needs of the Magistrates and the requirements of the Judicial Studies Board in respect of the Magistrates' National Training Initiative. Mentors presently only carry out their duties on the bench to which they are assigned and there is only limited scope for cross-bench appraisals. Following a combination of the benches, any difficulties in recruiting sufficient appraisers and mentors encountered by the present three benches will be resolved. Given the smaller number of BTDC members required for the proposed amalgamated area i.e. maximum 9 as opposed to the present total number of 13, some spare capacity will be identified. This will free up former BTDC members of the present individual BTDCs, who could volunteer to carry out the role of appraiser and thus lighten the load on their colleagues. Mentors and appraisers, who are assigned to the new combined bench, will be able to carry out their work across the entire area, if necessary.
37. Following this year's election meetings and taking into account impending retirements in 2006 there will be 8 appraisers on the Chorley Bench, 5 on the Ormskirk Bench and only 3 on the South Ribble Bench. Indeed, two out of the latter three appraisers will reach the compulsory age for the retirement of Magistrates next year. These individual numbers are inadequate to serve the needs of the existing benches and even when they are aggregated to 16 this total number is very much on the low side to service the appraisal needs of the proposed combined bench. With the possibility that is referred to above of recruiting more appraisers from former Bench Training and Development Committee members across the area, the prospects look better, post any combination and will result in the questionable existing efficacy being re-assessed as not only viable but with obviously increased potential. In 2006, if the status quo is maintained, the South Ribble BTDC will not be able to fulfil the expectations of the JSB

regarding the carrying out of regular appraisals of Magistrates, without recruiting a significantly increased number of appraisers.

38. The Management Support Officer (MSO) for the area discharges the responsibilities of the Customer Service Officer. In addition, the MSO acts at the Acting Court Manager in the Court Manager's absence. Presently the triplication of most of the administrative processes involved in supporting the separate panel and committee structures, which are referred to above, adds considerably to the day to day pressures of this demanding role. A reduction in this administrative burden will enable the post-holder to devote significantly more time to quality assurance and enable better the service provided to court users to be monitored and improved. The post-holder should also be expected to enjoy a reduction in any undue pressure from the day to day demands of the job.
39. The Management Information System operated in HMCS requires a set of data to be collated and analysed for each LJA. It follows that, if a combination of the three existing LJAs takes place, only one set of data will need to collated and analysed in the future with the consequent reduction in the time and effort involved. The resulting holistic approach to performance management should facilitate an improvement in performance rather than militating against it.
40. The Area Director believes that the service provision to the local communities served by the proposed LJA should and can be improved by the implementation of this proposal, given that the Customer Service Officer will be able to devote a greater amount of time to the needs of customers, following a reduction in the routine administrative workload involved in serving one, as opposed to three benches.

## Potential Concerns

### Local Justice

41. It is anticipated that some people may be concerned about the concept of local justice, whereby local Magistrates deal with offences committed in their locality, would be undermined. It is accepted that local knowledge is highly valued by some members of the local community and also regarded by some Magistrates as an important factor that assists them in the exercise of their judicial duties. However, Magistrates have enjoyed the jurisdiction to deal with more serious offences irrespective of where they have been committed in England and Wales for some considerable time now. Furthermore, since the 4th April, 2005<sup>3</sup>, Magistrates in England and

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<sup>3</sup> See Sections 44 & 47 of the Courts Act 2003

Wales have been granted a national jurisdiction to try any criminal offence or civil complaint, irrespective of the fact that the offence was committed or matter of complaint arose outside the local area that they usually serve. It follows that the process of national court service modernisation, which has recently begun, may over time significantly change the position. A combination of the three local benches should not be regarded as in any way accelerating this possible change, which is likely to be achieved gradually through a process of evolution.

42. Nevertheless, if any Magistrate seeks to identify only with the courthouse, which that Magistrate habitually attends he/she may still do so, notwithstanding the implementation of the proposal. Similarly local authorities and the communities that they serve should be reassured in the knowledge that no court closures are planned and, therefore, may continue for the time being to identify their local courthouse as being the most likely venue, where their needs will be met.
43. However, it is felt that too much emphasis can and may be placed on this factor for, despite the essentially local concept and nature of the Magistrates' Courts, there is an important national dimension to the service, particularly since the establishment of HMCS in April of this year. HMCS now administers, throughout England and Wales, the law established by Parliament and Magistrates now enjoy a national jurisdiction over any civil or criminal matter.
44. There is also a strong desire to achieve equality and consistency throughout England and Wales. It should also be remembered that specialist panels e.g. the Family Proceedings Court Panel and the Youth Court Panel are established specifically to deal with the special nature of the work of those panels and to address the needs of the parties.
45. In any event, the concept of local justice is far from uniform. The sizes of local LJAs and the corresponding benches vary significantly across the country both in terms of population and geographical area. It may be more appropriate to describe "local" for these purposes as an HMCS area i.e. Lancashire.
46. Magistrates are drawn from the different sections of the community in which they live and or work and as far as possible from the different parts of the area that they serve. This practice will continue if the three LJAs are combined. However, the Lord Chancellor's directions on the appointment of Magistrates nevertheless allow suitable candidates to be appointed, if they live up to 15 miles from the Lancashire boundary.

47. Local justice can be enriched by the additional diversity that results from joining benches and the Magistrates, who serve on them, together. It should also be noted that, above all, Magistrates are appointed on the basis of their suitability and integrity. Their local knowledge and involvement in the community being only two of the other secondary criteria used in the selection process.

### **Chorley, Ormskirk and South Ribble (Leyland) Courthouses**

48. There may be concern expressed that this proposed combination is seen as a move that is intended to accelerate the closure of one or more of the above courthouses. The Area Director gives the assurance that there is no plan to close any of the courthouses, given the present business needs.
49. It should be noted that there has been considerable investment in the last two years to improve the facilities at each of the above courthouses and the following amounts have been expended at the court houses shown alongside the expenditure:

Chorley	£ 52,250.00
Ormskirk	£128,406.00
South Ribble	£ 13,000.00
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Total Expenditure	<b><u>£193,656.00</u></b>

50. This represents an appropriate and real investment and should be regarded as a clear and obvious statement of there being no intention to close any of them in the foreseeable future. For a breakdown of the above figures see Annex V.
51. Nevertheless, HMCS will continue to review the service that it provides to the public in Lancashire, amongst other things, through the Magistrates' Courts. This includes the consideration of the appropriateness of retaining the existing number of LJAs and courthouses in the area. However, should the business needs of the organisation change in the future, the Area Director reserves the right to propose a court closure. Such a proposal would be the subject of appropriate consultation under the statutory scheme operating at that time. By doing this, HMCS will continue to ensure that the organisation's resources are used as effectively as possible and that taxpayers receive good value for money.

## Options

52. There are a number of options when considering any proposal to combine:
- a) To retain the status quo and not proceed to a combination.
  - b) To combine any two out of the three existing LJAs.
  - c) To combine the three existing LJAs in the area with each other.
  - d) To combine the three existing LJAs in the area with one or more other LJAs in other areas of Lancashire eg Preston or Blackburn, Darwen and Ribble Valley.
53. **Option 1** will maintain the present position and no improvements in service delivery are likely, given the absence of any reduction in the triplication of administrative support, any other economies of scale or the provision of additional resources. Consequently all the Magistrates in the South West Lancashire area will continue not to get an equal opportunity to gain experience in every aspect of the work of the courts.
54. **Option 2** will provide some economies of scale, some reductions in administration, given that there would be no triplication in administrative support and through it improvements in service delivery from within existing resources. However, there would still be a duplication of the processes and administrative support which would be required to administer 2 LJAs, Greater opportunities for Magistrates assigned to the combined area to gain experience in every aspect of the courts' work will result, assuming that the South Ribble LJA combines with another LJA in the area. However, in the latter circumstances, equal opportunities would not be created. Additionally, if the LJA areas of Chorley and Ormskirk are combined, the issue of unequal opportunities for the South Ribble Magistrates will remain.
55. **Option 3** is presented as the best option to achieve optimum economies of scale, the greatest reduction in administrative support and through it greater improvements in service delivery thus better utilising existing resources. Furthermore, each Magistrate assigned to the new LJA will be guaranteed an equal opportunity to gain experience in every aspect of the courts' work.
56. **Option 4** is considered impractical at this time as it would involve a merger with other administrative areas and not only will it necessitate a re-configuration of the mainframe computer support system but it would also cut across justice agency boundaries and would consequently have a potential adverse external impact on service delivery.

## Questions

The Area Director welcomes views on any aspect of this consultation paper. In particular, she encourages feedback on the following questions:-

- Q1 Should the proposal go ahead?
- Q2 If your answer to Q1 is Yes, which option do you believe represents the best way to proceed?
- a) To retain the status quo and not proceed to a combination.
  - b) To combine any two out of the three existing LJAs.
  - c) To combine the three existing LJAs in the area with each other.
  - d) To combine the three existing LJAs in the area with one or more other LJAs in other areas of Lancashire eg Preston or Blackburn, Darwen and Ribble Valley.
- Q3 If you favour an option, please give your reasons for choosing the option in preference to any other.
- Q4 If your answer to Q1 is No and you choose the option of retaining the status quo, please indicate how you feel the issues raised in this consultation paper can otherwise be addressed.

**Thank you for participating in this consultation exercise**

## About you

Please use this section to tell us about yourself

<b>Full name</b>	
<b>Job title</b> or capacity in which you are responding to this consultation exercise (eg. member of the public etc.)	
<b>Date</b>	
<b>Company name/organisation</b> (if applicable):	
<b>Address</b>	
<b>Postcode</b>	
<b>If you would like us to acknowledge receipt of your response, please tick this box</b>	<input type="checkbox"/> (please tick box)
<b>Address to which the acknowledgement should be sent, if different from above</b>	

**If you are a representative of a group**, please tell us the name of the group and give a summary of the people or organisations that you represent.

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## **How to respond**

Please send your response by no later than the 3<sup>rd</sup> February 2006 to:

**Sue Just  
Her Majesty's Courts Service  
Area Director's Office  
Sessions House  
Lancaster Road  
Preston  
PR1 2PD**

**Tel: 01772 272831  
Fax: 01772 272821**

**Email: [sue.just@hmcourts-service.gsi.gov.uk](mailto:sue.just@hmcourts-service.gsi.gov.uk)**

### **Extra copies**

Further paper copies of this consultation can be obtained from this address.

### **Publication of response**

A paper summarising the responses to this consultation will be published in February 2006.

### **Representative groups**

Representative groups are asked to give a summary of the people and organisations they represent when they respond.

## **Confidentiality**

Information provided in response to this consultation, including personal information, may be published or disclosed in accordance with the access to information regimes (these are primarily the Freedom of Information Act 2000 (FOIA), the Data Protection Act 1998 (DPA) and the Environmental Information Regulations 2004).

If you want the information that you provide to be treated as confidential, please be aware that, under the FOIA, there is a statutory Code of Practice with which public authorities must comply and which deals, amongst other things, with obligations of confidence. In view of this it would be helpful if you could explain to us why you regard the information you have provided as confidential. If we receive a request for disclosure of the information we will take full account of your explanation, but we cannot give an assurance that confidentiality can be maintained in all circumstances. An automatic confidentiality disclaimer generated by your IT system will not, of itself, be regarded as binding on HMCS.

HMCS will process your personal data in accordance with the DPA and in the majority of circumstances, this will mean that your personal data will not be disclosed to third parties.

John Robinson  
Justices' Clerk  
HMCS Lancashire  
For and on behalf of Gill Hague the Area Director  
4<sup>th</sup> November 2005

## ANNEXES

### Annex I

#### SECTION 8 OF THE COURTS ACT 2003 :

##### “ Local justice areas

(1) England and Wales is to be divided into areas to be known as local justice areas.

(2) The areas are to be those specified by an order made by the Lord Chancellor.

(3) Each local justice area established by order under subsection (2) is to be known by such name as is specified in the order (but subject to subsection (4)).

(4) The Lord Chancellor may make orders altering local justice areas.

(5) "Altering", in relation to a local justice area, includes (as well as changing its boundaries)-

- (a) combining it with one or more other local justice areas,
- (b) dividing it between two or more other local justice areas, and
- (c) changing its name.

(6) Before making an order under subsection (4) in relation to a local justice area the Lord Chancellor must consult-

- (a) the justices of the peace assigned to the local justice area,
- (b) any courts board whose area includes the local justice area or a part of the local justice area, and
- (c) unless the alteration consists only of a change of name, any local authorities whose area includes the local justice area or a part of the local justice area.

(7) "Local authority" means-

- (a) any council of a county, a county borough, a London borough or a council of a district,
- (b) the Common Council of the City of London, or
- (c) a police authority established under section 3 of the Police Act 1996 (c. 16) or the Metropolitan Police Authority.”

## Annex II

## Further Background Information

LJA's	Districts	No of Magistrates	Average number of sittings (for 2004)	Weighted Caseload (04/05)	Court hours (04/05)	Population	Area (sq km)	Persons per sq km
<b>Chorley, Ormskirk and South Ribble</b>	Chorley	76	32.16	18,324.25	2,559.00	103,000	203	507
	West Lancashire	59	32.06	13,715.50	1,860.25	109,200	347	315
	South Ribble	63	33.05	21,869.25	1,621.00	105,500	113	934
<b>Burnley, Pendle &amp; Rossendale</b>	Burnley	184	37.08	29,178.75	4,219.00	88,100	111	794
	Pendle			13,452.25	1,483.75	89,300	169	528
	Rossendale			8,272.50	698.25	65,900	138	478
<b>Fylde Coast</b>	Wyre	224	39.42	22,394.00	2,409.00	109,300	283	386
	Blackpool & Fylde			47,661.75	5,109.75	218,500	201	4534
<b>Blackburn, Darwen &amp; Ribble Valley and Hyndburn</b>	Blackburn with Darwen & Ribble Valley	148	33.92	39,140.25	4,957.75	196,800	720	1120
	Hyndburn	70		24,982.25	2,467.50	81,600	73	1118
<b>Preston and Lancaster</b>	Preston	155	32.57	45,111.00	5,058.25	131,000	142	923
	Lancaster	118	28	34,640.00	3,253.50	136,700	576	237

Annex III



Annex IV



## Annex V

**Breakdown of Expenditure****Chorley**

CCTV and security lights	£9,500.00
Infra red loops	£7,250.00
Refurbish Magistrates' and staff toilets	£18,000.00
Convert store room to witness waiting room	£6,500.00
Re-furbish Magistrates' retiring room	£11,000.00
	-----
	<b><u>£52,250.00</u></b>

**Ormskirk**

Installation of stair lift	£15,789.00
Fire precaution re-medial works	£6,009.00
Refurbish Male/Female Magistrates' toilets	£14,042.00
Infra red loops and PA to court 2 & 3	£7,400.00
Secure counter	£15,166.00
Fire prevention	£47,000.00
Improvements to Van dock and offices	£5,000.00
Re-roofing and replace Court 1 ceiling	£16,000.00
Re-decoration	£2,000.00
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	<b><u>£128,406.00</u></b>

**South Ribble**

Infra red loops	£5,000.00
Improve witness facilities in Court 3 & 4	£8,000.00
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	<b><u>£13,000.00</u></b>

TOTAL EXPENDITURE	<b><u>£193,656.00</u></b>
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## The Consultation Criteria

The six consultation criteria are as follows:

1. Consult widely throughout the process, allowing a minimum of 12 weeks for written consultation at least once during the development of the policy.
2. Be clear about what your proposals are, who may be affected, what questions are being asked and the time scale for responses.
3. Ensure that your consultation is clear, concise and widely accessible.
4. Give feedback regarding the responses received and how the consultation process influenced the policy.
5. Monitor your department's effectiveness at consultation, including through the use of a designated consultation co-ordinator.
6. Ensure your consultation follows better regulation best practice, including carrying out a Regulatory Impact Assessment if appropriate.

**These criteria must be reproduced within all consultation documents.**

## **Consultation Co-ordinator contact details**

If you have any complaints or comments about the consultation **process** rather than about the topic covered by this paper, you should contact the Her Majesty's Courts Service Consultation Co-ordinator, Sue Horsley, on 01772 272852, or email her at [susan.horsley2@hmcourts-service.gsi.gov.uk](mailto:susan.horsley2@hmcourts-service.gsi.gov.uk)

Alternatively, you may wish to write to the address below:

**Sue Horsley  
Her Majesty's Courts Service  
Area Director's Office  
Sessions House  
Lancaster Road  
Preston  
PR1 2PD**

If your complaints or comments refer to the topic covered by this paper rather than the consultation process, please direct them to the contact given under **the How to respond** section of this paper at page 16.



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