Appendix B

Process Map, Procedure for Secure Accommodation Requests

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│ Young Person is charged and Bail is withheld │
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Is the request made out of hours?

- Yes → **Lincolnshire Police:** Contact EDT for assistance
- No → **Lincolnshire Police:** Contact Lincolnshire County Council (LCC) Customer Service Centre (CSC)

Are the Police requesting Local Authority Secure Accommodation?

- No → **LCC:** Review available information, including details of recent arrest and determine whether secure or non-secure accommodation is appropriate
- Yes → **LCC:** Are you satisfied with the Police rationale for secure accommodation?

Consider: Is there evidence that the young person presents a risk of serious harm to others? The test for secure accommodation is linked to the risk of harm presented by a young person to the public.

LCC: Are you satisfied with the Police rationale for secure accommodation?

- No → **LCC:** To request that Lincolnshire Police justify their decision making/rationale (to be recorded clearly on ICS). **EDT** staff should enter into discussions with Lincolnshire Police
- Yes → **LCC:** liaise with on-call senior manager and seek advice as necessary

LCC: Advice to be sought from on-call Senior Manager

Can agreement on the need for secure accommodation be reached?

- Yes → **LCC:** liaise with on-call senior manager and seek advice as necessary
- No → **IMPORTANT: The Young Person remains in Police Custody.**

Do LCC feel secure accommodation is required?

- Yes → **LCC:** liaise with on-call senior manager and seek advice as necessary
- No → **LCC:** Make arrangements for the young person to be transferred to appropriate non-secure accommodation → **LCC:** Make necessary arrangements to secure next court attendance

Is there any secure accommodation available for the Young Person?

- No → **EDT:** Notify Lincolnshire Police that secure accommodation is not available. → **LCC and/or Lincolnshire Police:** Raise escalation notices to enable the case to be looked at in more depth.
- Yes → **LCC:** Make arrangements for the young person to be transferred to appropriate secure accommodation

LCC and/or Lincolnshire Police: Raise escalation notices to enable the case to be looked at in more depth. → **LCC:** Request in cases where the Young Person is deemed vulnerable that appropriate checks and monitoring are put in place

LCC: Records updated. Notify YOS/Social care