

V4.0 – FEBRUARY 2019

ADULT GRAVITY MATRIX V4 (2019)

Two-Tier framework

**CHARGING AND
OUT OF COURT
DISPOSALS**







Introduction:

This matrix is a decision making tool to assist in deciding if an **adult** offender can be dealt with by the use of an Out of Court disposal. It is based on the offence committed, taking into account any aggravating or mitigating factors, as well as the harm that the offender may present based on their previous offending history. In addition where the victim's views are obtainable, these should be taken into account.

In compliance to the nationally agreed [Out of Court Disposal Strategy](#), the matrix is based on two possible Out of Court options, namely: Conditional Cautions and Community Resolutions. The final outcome score should only be decided once the appropriate offence has been selected, consideration of aggravating or mitigating factors, and key factors checklist completed.

For those forces who have not yet moved to the two tier framework, the original gravity matrix should be referred to. Feedback or amendments should be directed to the Out of Courts Disposal portfolio at: deputychief.constable@hampshire.pnn.police.uk

Steps:

	<p>Section 1</p> <ul style="list-style-type: none">• Identify final outcome scores and possible actions• Follow the key factors checklist• Consult with the victim• Record your rationale
	<p>Section 2</p> <ul style="list-style-type: none">• Consider general aggravating / mitigating factors (including those for specific offence types – Domestic Abuse, Hate Crime & Road Traffic)
	<p>Section 3</p> <ul style="list-style-type: none">• Specific considerations apply if you are dealing with a type of offence listed in this section (Domestic abuse, Hate Crime, Knife Crime, Foreign National Offenders, Football offences & Road Traffic)• This section also provides further guidance on relevant legislation and charging decisions
	<p>Section 4</p> <ul style="list-style-type: none">• List of offences (alphabetical - To keyword search: Ctrl + F)

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Section 5 – Amendments

Section 1

1.1 Outcome scores and actions

Score	Action
4	<p style="text-align: center;">Always Charge</p> <ul style="list-style-type: none">• A conditional caution would not usually be appropriate for a score of 4 however it could be considered in exceptional circumstances relating to the offence, the offender or the victim where it can be justified (see notes below)
3	<p style="text-align: center;">Normally Charge</p> <ul style="list-style-type: none">• Consider a conditional caution if the circumstances fit and you as the decision maker can justify this (see notes below)• A community resolution would rarely be suitable, but could be applied if the decision maker can fully justify this outcome
2	<p style="text-align: center;">Normally conditional caution</p> <p style="text-align: center;">(consider charge if justified or community resolution if appropriate)</p>
1	<p style="text-align: center;">Community Resolution</p> <p style="text-align: center;">(consider conditional caution if justified)</p>

Notes

Conditional Cautions:

- If the offence is indictable only (IO) it requires CPS advice
- If it is one of the offences deemed exceptional circumstances in [Annex A](#) of the [Director's Guidance on Adult Conditional Cautions](#) it requires an Inspectors authority)

1.2 Decision making guidance

The offence tables in section 4 classify most common offences on a scale of 1 (low gravity) up to 4 (high gravity) based on the seriousness of the individual offence.

They are based on charging standards not Home Office crime recording standards.

Please note:

- Factors which can make an offence more serious are shown as aggravating (+) while mitigating factors (making an offence less serious) are shown as (-)
- Scores should only be upgraded or downgraded by ONE POINT irrespective of the number of factors present (they may balance each other out). These factors must be recorded in the decision record.

Offences Not Shown in the Matrix:

It is not possible to include all offences within this document – a general rule is summary only offences are a 1 or 2, either way offences are a 2 or 3, indictable only offences are a 4. (Please refer to the Police National Legal Database for a full list of all offences)

1.3 Key factors checklist

In deciding whether to charge, give a community resolution or conditional caution the following should be considered (and included in the decision making log):

- Do they admit the offence?
- The seriousness of the offence - is it a proportionate response?
- Any mitigating or aggravating factors?
- The previous offending history of the offender including the effectiveness and compliance with any previous OOC – please note:
 1. a second conditional caution for the same or similar offence is generally not appropriate within 2 years unless it is in exceptional circumstances
 2. a second community resolution for the same or similar offence is not generally appropriate within 12 months unless it is in exceptional circumstances.
- Where the evidential aspect of the Full Code Test is met, would the public interest be properly served by issuing a Community Resolution or Conditional Caution?
- Does the disposal adequately address, support and reduce the risk of reoffending?

- Are there appropriate intervention options available that will address the needs and underlying behaviour/s of the offender? (Force specific)
- **Views of the victim must be sought wherever possible to establish*:**
 1. their view about the offence
 2. the nature and extent of any harm or loss
 3. the significance relative to the victim's circumstances
 4. their views on the outcome and the conditions including considerations for compensation, Restorative Justice, making right any damage
 5. The victims view should be taken into account but the final decision rests with the Decision Maker

(*[Sections 102 & 103 Anti-Social Behaviour, Crime and Policing Act 2014](#))

(Decision makers should ensure their rationale is fully recorded and in a format in compliance with their force policy)

Section 2

GENERAL MITIGATING AND AGGRAVATING FACTORS FOR ALL OFFENCES:

Aggravating Factors (+)	Mitigating Factors (-)
Conviction is likely to result in significant sentence	Conviction is likely to result in unusually small or nominal penalty.
Weapon used or violence threatened during commission of offence	Prosecution is likely to have detrimental effect on victim's physical or mental health.
Offence against public servant (e.g. police, nurse, council employee, etc.).	Offender supplied information which reduced risk, loss or harm to others
Offender abused a position of trust – e.g. carer, employee etc	Offender was influenced by others more criminally sophisticated
Offender was ringleader / organizer.	Genuine mistake or misunderstanding
Evidence of premeditation	Vulnerability of the offender
Offender was part of an Organised team or offence was committed by a group	Provocation from victim or victim's group and offender reacted impulsively
Victim was vulnerable, deliberately put in considerable fear or suffered personal attack, damage, disturbance, or domestic abuse	The offence is minor
Victim was targeted because of their vulnerability	Offender is or was at time of offence suffering from significant mental or physical ill-health and offence is not likely to be repeated
There are grounds for believing the offence is likely to be repeated or continued – e.g. by a history of recurring conduct	The offence is unlikely to recur or the offender is unlikely to reoffend, Referral options available for the offender to be diverted at an early opportunity
Evidence of exploitation	The offence is so old that the relevance of any response is minimised
The offence, though minor, is an issue for the local; area and is supported by an impact Statement	The offender wants to engage in the Restorative/Rehabilitative process
Directed, influenced or coerced a vulnerable person to commit the offence	The offender has put right harm or loss caused; has expressed regret; offered reparation or compensation

2.2 The following gravity factors are specific to domestic abuse offences:

FACTORS FOR DOMESTIC ABUSE	
Aggravating Factors (+)	Mitigating Factors (-)
Abuse of trust and abuse of power	Positive good character – as a general principle of sentencing, a court will take account of an offender’s positive good character. However, it is recognised that one of the factors that can allow domestic abuse to continue unnoticed for lengthy periods is the ability of the perpetrator to have a public and a private face. In respect of offences committed within a domestic context, an offender’s good character in relation to conduct outside these offences should generally be of no relevance where there is a proven pattern of behaviour
Victim is particularly vulnerable (all victims of domestic abuse are potentially vulnerable due to the nature of the abuse, but some victims of domestic abuse may be more vulnerable)	Evidence of genuine recognition of the need for change, and evidence of obtaining help or treatment to effect that change
Steps taken to prevent the victim reporting an incident / Steps taken to prevent the victim obtaining assistance	
Victim forced to leave home, or steps have to be taken to exclude the offender from the home to ensure the victim’s safety	
Impact on children (children can be adversely impacted by both direct and indirect exposure to domestic abuse)	
Using contact arrangements with a child to instigate an offence	
A history of disobedience to court orders (such as, but not limited to, Domestic Violence Protection Orders, non-molestation orders, restraining orders)	
Evidence of controlling or coercive behaviour	
Previous rehabilitative attempts have been made	

2.3 The following gravity factors are specific to hate crime offences:

FACTORS FOR HATE CRIME	
Aggravating Factors (+)	Mitigating Factors (-)
The element of aggravation based on race, religion, disability, sexual orientation or transgender identity was planned	It was limited in scope or duration
The offence was part of a pattern of offending by the offender	High level of provocation from the victim
The offender was a member of, or was associated with, a group promoting hostility based on race, religion, disability, sexual orientation or transgender identity	The offence was not wholly motivated by hostility on the basis of race, religion, disability, sexual orientation or transgender identity, and the element of hostility or abuse was minor or incidental
The incident was deliberately set up to be offensive or humiliating to the victim or to the group of which the victim is a member	Vulnerable offender influenced to carry out offence
The offence was committed in the victim's home	Offender was suffering from mental ill health
The victim was providing a service to the public	Genuine remorse following offence
The timing or location of the offence was calculated to maximise the harm or distress it	Low impact on victim
The expressions of hostility were repeated or prolonged.	
The offence caused fear and distress throughout a local community or more widely	
The offence caused particular distress to the victim and/or the victim's family	
Violence/weapon used to increase impact	
Facilitated by drugs or Alcohol	
Repeat Behaviour	
Group Action / Part of an organised group	

2.4 The following factors are specific to traffic offences:

GENERAL FACTORS FOR TRAFFIC OFFENCES	
Aggravating Factors (+)	Mitigating Factors (-)
Serious injury caused to public or significant damage caused	Genuine oversight, technicality of the offence or emergency circumstances
Multiple offenders involved in similar offences at same time/location	No danger caused to public
Potential risk to public or resultant danger	Lack of knowledge

2.5 The following factors are specific to Emergency Workers Act 2018

Factors likely to be taken into consideration by a court when establishing the seriousness of the assault	
<p style="text-align: center;">Factors indicating greater harm</p> <p>Injury or fear of injury which is serious in the context of the offence (must normally be present)</p> <p>Victim is particularly vulnerable because of personal circumstances</p> <p>Sustained or repeated assault on the same victim</p>	<p style="text-align: center;">Factors indicating lesser harm</p> <p>Injury which is less serious in the context of the offence</p>
<p style="text-align: center;">Factors indicating higher culpability</p> <p>Offence motivated by, or demonstrating, hostility to the victim based on his or her sexual orientation (or presumed sexual orientation)</p> <p>Offence motivated by, or demonstrating, hostility to the victim based on the victim's disability (or presumed disability)</p> <p>A significant degree of premeditation</p> <p>Threatened or actual use of weapon or weapon equivalent (for example, shod foot, head-butting, use of acid, use of animal)</p> <p>Intention to commit more serious harm than actually resulted from the offence</p> <p>Deliberately causes more harm than is necessary for commission of offence</p> <p>Deliberate targeting of vulnerable victim</p> <p>Leading role in group or gang</p> <p>Offence motivated by, or demonstrating, hostility based on the victim's age, sex, gender identity (or presumed gender identity)</p>	<p style="text-align: center;">Factors indicating lower culpability</p> <p>Subordinate role in group or gang</p> <p>A greater degree of provocation than normally expected</p> <p>Lack of premeditation</p> <p>Mental disorder or learning disability, where linked to commission of the offence</p> <p>Excessive self defence</p>

Factors increasing seriousness

Previous convictions, having regard to a) the nature of the offence to which the conviction relates and its relevance to the current offence; and b) the time that has elapsed since the conviction

Offence committed whilst on bail

Location of the offence

Timing of the offence

Ongoing effect upon the victim

Presence of others including relatives, especially children or partner of the victim

Gratuitous degradation of victim

Failure to comply with current court orders

Offence committed whilst on licence

An attempt to conceal or dispose of evidence

Failure to respond to warnings or concerns expressed by others about the offender's behaviour

Commission of offence whilst under the influence of alcohol or drugs

Abuse of power and/or position of trust

Established evidence of community impact

Any steps taken to prevent the victim reporting an incident, obtaining assistance and/or from assisting or supporting the prosecution

Offences taken into consideration (TICs)

Factors reducing seriousness or reflecting personal mitigation:

No previous convictions or no relevant/recent convictions

Single blow

Remorse

Good character and/or exemplary conduct

Determination and/or demonstration of steps taken to address addiction or offending behaviour

Serious medical conditions requiring urgent, intensive or long-term treatment

Isolated incident

Age and/or lack of maturity where it affects the responsibility of the offender

Lapse of time since the offence where this is not the fault of the offender

Mental disorder or learning disability, where not linked to the commission of the offence

Sole or primary carer for dependent relatives

Section 3

3.1 Domestic Abuse

Domestic abuse is defined as an incident or pattern of controlling, coercive or threatening behaviour, violence or abuse between those aged 16 or over who are or have been intimate partners or family members* regardless of gender or sexuality. This can encompass but is not limited to:

- Psychological
- Physical
- Sexual
- Financial
- Emotional

*Family members are defined as mother, father, son, daughter, brother, sister and grandparents, in-laws or step-family"

Controlling behaviour is a range of acts designed to make a person subordinate and/or dependent by isolating them from sources of support, exploiting their resources and capacities for personal gain, depriving them of the means needed for independence, resistance and escape and regulating their everyday behaviour.

Coercive behaviour is an act or pattern of acts of assault, threats, humiliation and intimidation or other abuse that is used to harm, punish, or frighten their victim.

Domestic abuse will always be an aggravating factor and consideration must be given to raising the gravity score.

Each force should also consider their own local guidance and force policy and for domestic abuse out of court disposals

3.2 Hate Crime

Hate crime involves any criminal offence which is perceived, by the victim or any other person, to be motivated by hostility or prejudice based on a personal characteristic. The definition covers five main strands, in particular: disability, transgender-identity, race, religion or faith and sexual orientation.

Hate Crime will always be an aggravated factor and consideration must be given to raising the gravity score.

Each force should refer to their own local guidance and force policy specific to hate crime OOC

Important note: Hate can be a part of any crime. In terms of sentencing guidelines initial consideration will be around the plain offence and hate crime will be considered as an aggravating factor; increasing the level of seriousness.

Consideration should also be given to selecting offences that are racially / religiously aggravated under the Crime and Disorder Act. A full list of those offences can be found at Annex A on the CPS Website: [Racist and Religious Hate Crime- Prosecution Guidance](#)

A number of most commonly used racially aggravated are contained within this matrix. See section for the appropriate offence, e.g Racially Aggravated assault, sits under Assaults heading.

The process of determining the gravity of the offence itself requires that where the victim's race, religion, sexual orientation, disability or gender identity is a motivating factor, consideration must be given to raising the gravity score of the offence.

If the circumstances do not specifically meet the points to prove in the specified offences, consider offences that are commonly related to hate crime; when reviewing these crimes. (see the section that the plain offence sits under for the scoring and specific aggravating/mitigating factors):

- Common Assault/ABH
- GBH/Wounding
- Criminal damage
- Malicious communications
- Incitement of racial hatred
- Incitement of religious hatred
- Harassment
- Racist chanting at football match
- Others offences to consider include:
 - Violent / indecent behaviour at places of worship
 - Assault of a 'clergy man' or other minister
 - Road rage
 - Burglary - targeting of specific communities

3.3 Knives and Offensive Weapons

Forces should refer to the [NPCC Guidelines on the Investigation, Cautioning, and Charging of Knife Crime offences \(2015\)](#). The fundamental principle of the guidelines is an expectation to prosecute all those who illegally carry and use knives.

For 18 years old and over there is a general expectation to charge any person for an offence involving knives, if there is sufficient evidence to do so

Three factors will support the decision to charge for all knife-crime offences:

- Weapon used or violence threatened during commission of offence

- The offence, though minor, is prevalent, in the local area – as identified in the local crime audit, specified in the youth justice plan or specifically agreed with the CPS to warrant more serious response
- The offence is part of a hate crime incident where the motivating factor is prejudice or hostility based upon the victims actual or perceived disability, race, religion or belief, sexual orientation, transgender identity

Discretion does exist to deviate from the normal response, as set out in the guidance above, but only if the circumstances justify this, and the reasons for such action would need to be fully recorded by the decision maker. It is recommended that forces consider delegating this decision to the rank of at least an Inspector

[The Code for Crown Prosecutors](#) (2018) makes clear that a prosecution will usually take place unless there are public interest factors tending against prosecution which outweigh those tending in favour. (paragraph 4.9 of the Code)

3.4 Foreign National Offenders

Where a Foreign National Offender conditional caution is being considered, the DPP Guidance should also be referred to in terms of the seriousness of the offence for which a Conditional Caution may be offered. See:

[Directors Guidance on Conditional Cautions 7th Edition](#) (Paragraph 15.2 Foreign Offender Conditions)

3.5 Football Offences

As well as Football offences listed in the below Matrix, a full list of specific offences for Football and other Sporting Events as well as offences that are most likely to be encountered at such events can be found at the following CPS page:

[Football Related Offences and Football Banning Orders](#)

3.6 Charging Decisions vs Out of Courts Disposals

For Guidance on Police and CPS charging decisions, please refer to:

[The Director's Guidance \(2013 - fifth edition, May 2013\)](#)
[The Code for Crown Prosecutors \(2018\)](#)

The decision to issue an out of court disposal lies with the Police, except for an indictable only offence where only the CPS can make the decision on whether an indictable only-offence is suitable to be dealt with by way of a simple or conditional caution.

Furthermore, any such case can only be referred to the CPS following consideration by a senior police officer of at least the rank of Superintendent who believes that there are exceptional circumstances justifying a simple or conditional caution.

Out-of-court-disposals are available for use by the police in relation to Hate Crime and Domestic Abuse cases in the same way as any other type of offence.

There is no requirement for the police to refer Hate Crime or Domestic Abuse cases to the CPS for approval of an out-of-court disposal. The sole exception are conditional cautions which are considered to be generally inappropriate in Hate Crime and Domestic Abuse cases, and which can only be given in exceptional circumstances with the authority of a CPS prosecutor, who in turn also need to refer cases through to CPS headquarters in cases of Domestic Abuse and Hate Crime.

(NB: this does not apply to specified forces who have an exemption from the DPP to administer Conditional cautions for Domestic Abuse and Hate Crime)

For further guidance see [Adult Conditional Cautions](#) (The Director's Guidance – 7th Edition April 2013)

3.7 Traffic Offences

A number of traffic offences under the Road Traffic Act 1988 attract disqualification and endorsement at court. They are not suitable for an out of court disposal. Please see [Appendix A](#) at the bottom of this document for a full list of these offences.

Section 4 – List of offences

OFFENCE Key: I – Indictable only; E – Either way; S – Summary only

(Offences are alphabetical – Ctrl+F to Keyword / CJS code search)

ABDUCTION					
Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Abduction of a child under 16yrs by a parent, guardian etc Contrary to Section 1 of the Child Abduction Act 1984	CH84001	4	I	Always refers to CPS	Always refers to CPS
Kidnapping Contrary to Common Law	COML020	4	I	Always refers to CPS	Always refers to CPS
False Imprisonment Contrary to Common Law	COML017	4	I	Always refers to CPS	Always refers to CPS
ANIMALS (Domestic)					
Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Animal Welfare Act 2006 Offences causing or likely to cause suffering / distress Contrary to Section 4(1) and 32(1) Animal Welfare Act 2006	AW06001	2	S	Failing to heed advice	
Animal Welfare Act 2006 Offences of causing animal fighting Contrary to Section 8(1) and 32(1) Animal Welfare Act 2006	AW06015	3	S		

<p>Dogs worrying live stock / Person in charge of a dog worrying livestock</p> <p>Contrary to Section 1(1) and (6) Dogs (Protection of Livestock) Act 1953</p>	DP53001/2	3	S	Level of killing / injuries	<p>No apparent injury</p> <p>Dog destroyed</p>
<p>Dangerous Dog (Order to be kept under control or destroyed)</p> <p>Contrary to Section 2 of the Dogs Act 1871</p>	DG71001	4	S	(Cautioning not an option)	(Cautioning not an option)
<p>Possession without exemption of a Pit Bull Terrier, Japanese Tosa or other Designated Fighting Dog (Sec1.3 and (7) Dangerous Dogs Act 1991</p>	DD91013	4	S		Dog destroyed
<p>Fighting dog abandon it, sell it allow it to stray or unmuzzled in public place Sec. 1.2 Dangerous Dogs Act 1991)</p>	DD91011	4	S		Dog destroyed
<p>Owner or Person in Charge allowing dog to be dangerously out of control in a Public Place injuring any person (Sec. 3.1 Dangerous Dogs Act 1991</p>	DD91034	3	E	<p>Serious injury</p> <p>No effort to control</p>	<p>Minor injury</p> <p>Dog destroyed</p> <p>Beyond physical limitation of owner or person in charge</p> <p>First time person in charge</p>

Owner or Person in Charge allowing dog to be dangerously out of control in a Public Place no injury being caused (Sec. 3.1 Dangerous Dogs Act 1991)	DD91033	3	S	Person placed in fear Intent/Disregard	No injury / fear Dog destroyed Circumstances beyond the control of the offender
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ASSAULTS

Use the following link to the CPS guidance and scroll down for the link to the 2025 "Memorandum of Understanding on Offences against Emergency Workers":

<https://www.cps.gov.uk/legal-guidance/assaults-emergency-workers-offences-act-2018>

Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Threats to kill (S.16 OAP Act 1861)	OF61014	3	E	Calculated	Threat made in heat of the moment
Poison - Administer / cause to be Administered noxious substance with intent to injure, etc. Contrary to Section 23 Offences against the person Act 1861	OF61060	4	I	Always refer to the CPS	
Corrosive Fluid etc. - Throw with Intent to Maim etc. Contrary to Section 29 Offences against the person Act 1861	OF61073	4	I	Always refer to the CPS	
GBH / Wounding with intent (S.18 OAP Act 1861)	CJS OF61016	4	I	Always refer to the CPS	
GBH / Wounding (Sec. 20 OAP Act 1861)	CJS OF61131	4	E	Always refer to CPS	

ABH (S.47 OAP Act 1861)	OF61102	3	E	<p>Weapon Used</p> <p>More than one blow</p> <p>Attacked while victim vulnerable or defenceless e.g. 'on floor</p> <p>Unprovoked attack</p> <p>Nature of the injury (especially where serious /disfiguring injury)</p> <p>Premeditated</p> <p>Domestic abuse</p> <p>Hate Crime</p> <p>Group action</p>	<p>Impulsive action</p> <p>Provocation</p> <p>Minor injury</p>
Assault on Police (Section 51 Police Act 1996)	PL96001	3	S	<p>Sustained assault</p> <p>Attempt to prevent arrest of another</p> <p>Premeditation</p> <p>Any injuries caused</p> <p>Group action</p>	
Assault by beating of an emergency worker (2018) (Battery) (NB: For all other offences charge a specific offence and highlight Section 2 of this Act as aggravating factor)	CJ88149	3	E	<p>See section 2 – List of factors to specific to emergency workers</p>	
Assault of an emergency worker (2018) (NB: For all other offences charge a specific offence and highlight Section 2 of this Act as aggravating factor)	CJ88150	3	E	<p>See section 2 – List of factors to specific to emergency workers</p>	

Common assault - Battery (Section 39 Criminal Justice Act 1988) (NB: Where physical contact has occurred)	CJ88116	2	S	Deliberate aggression without provocation Vulnerable victim Weapon used Premeditation Domestic abuse Hate Crime Group action	Trivial nature of action Impulsive action Injury very minor
Common Assault (Section 39 Criminal Justice Act 1988) (NB: Where physical contact has not occurred)	CJ88001	2	S	Deliberate aggression without provocation Vulnerable victim Weapon used Premeditation Domestic abuse Hate Crime Group action	Trivial nature of action Impulsive action Injury very minor
Racially aggravated Common Assault (Crime & Disorder Act 1998) Racially aggravated ABH (Crime & Disorder Act 1998)	CD98070 CD98073	3	E	Facilitated by drugs & alcohol Premeditated Repeat behaviour Group action Part of an organised group Location of offence e.g. victims home Victim providing a service to public Sustained offence Vulnerable victim	High level of provocation from the victim Offender suffering from mental ill health Genuine remorse following offence Lower level Vulnerable offender influenced to carry out offence. Low impact on victim
Racially / Religiously aggravated wounding / grievous bodily harm (Crime & Disorder Act 1998)	CD98072	4	E	Facilitated by drugs & alcohol Premeditated Repeat behaviour Group action Part of an organised group Location of offence e.g. victims home Victim providing a service to public Sustained offence Vulnerable victim	High level of provocation from the victim Offender suffering from mental ill health Genuine remorse following offence Lower level Vulnerable offender influenced to carry out offence. Low impact on victim

BIGAMY					
Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Bigamy Contrary to Section 57 Offences Against the Person Act 1861	OF61106	3	E	Clear deception where other party has suffered loss or severe emotional injury	Spouse has been missing for a significant period but under 7 years

BURGLARY					
Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Burglary with Intent to inflict GBH Contrary to Section 9(1)(a) and 9(2) Theft Act 1968	TH68028	4	I		Always refer to CPS
Knowingly or recklessly Trespass on premises with intent to commit a relevant Sexual Offence (Contrary to section 63 Sexual Offences Act 2003 update)	SX03125	3	E		Always refer to CPS
Aggravated Burglary Contrary to Section 10(1) Theft 1968	TH68045	4	I		Always refer to CPS
Burglary Dwelling - with use (or threat) of force against victim Contrary to Section 9(1)(b) Theft Act 1968	TH68044	4	I		Always refer to CPS

<p>Burglary Dwelling with Intent to Steal / Criminal Damage Contrary to Section 9(1)(a) Theft Act 1968 CJS TH68026</p> <p>Dwelling (Steal) CJS TH68032</p> <p>Dwelling (Damage) CJS TH68027</p>	<p>See offence column</p>	<p>3</p>	<p>E</p>	<p>Deliberate targeting of victim Vulnerable victim Excessive trauma experienced by victim Night time occupier present Use or threat of force against victim Professional operation Soiling / ransacking / vandalism of premises Pre-meditated or professionally planned Group Offence Ram-raiding' or tools carried for offence High economic or sentimental value of property stolen/damaged</p>	
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BURGLARY Other than Dwelling

<p>OTD (Steal) CJS TH68033</p> <p>OTD (Aggravated) CJS: TH68046</p>	<p>See offence</p>	<p>3</p>	<p>E</p>	<p>Deliberate targeting of victim Vulnerable victim Excessive trauma experienced by victim Night time occupier present Use or threat of force against victim Professional operation Soiling / ransacking / vandalism of premises Pre-meditated or professionally planned Group Offence Ram-raiding' or tools carried for offence High economic or sentimental value of property stolen/damaged</p>	
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COMMUNICATIONS (See also False Calls)

Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
<p>Improper use of public electronic communications network (Grossly offensive or of an indecent, obscene or menacing character) (S.127 Malicious Communication)</p> <p>(Note – If communication is alleged to be grossly offensive and has been sent via social media, CPS authority is required)</p>	CA03005	3	S	<p>Persistency</p> <p>Age of Victim</p> <p>Hate Crime</p> <p>Sexual and/or sadistic in nature</p> <p>(Consider charge if necessary to protect victim with restraining order)</p>	Obvious to recipient that a hoax
<p>Send letter / communication / article conveying a threatening message</p> <p>S1(1)(a) and (4) Malicious Communications Act 1988</p> <p>(Note – If communication is alleged to be grossly offensive and has been sent via social media, CPS authority is required)</p>	MT88007	3	E	<p>Persistency</p> <p>Hate Crime</p> <p>Age of Victim</p>	Obvious to recipient that a hoax
<p>Send communication / article of an indecent / offensive nature</p> <p>S1(1)(b) and (4) Malicious Communications Act 1988</p> <p>(Note – If communication is alleged to be grossly offensive and has been sent via social media, CPS authority is required)</p>	MT88005	3	E	<p>Persistency</p> <p>Hate Crime</p> <p>Age of Victim</p>	Obvious to recipient that a hoax

CRIMINAL DAMAGE					
Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
<p>Criminal damage</p> <p>Contrary to Section 1(1) Criminal Damage Act 1971</p>	<p>CD71039 (Under £5000)</p> <p>CD71038 (Over £5000)</p>	<p>1 (Under £300)</p> <p>2 (£300 - £5000)</p> <p>3 (over £5000)</p>	<p>E If over £5000, otherwise S But all types are included in the Charging Scheme</p>	<p>Damage deliberate rather than reckless</p> <p>Potential of greater danger</p> <p>Group offence</p>	<p>Reckless Damage</p>
<p>Arson - life not endangered</p> <p>Contrary to Section 1(1) 1 (3) and 4 of the Criminal Damage Act 1971</p>	<p>CD71015</p>	<p>3</p>	<p>E</p>	<p>Damage deliberate</p> <p>Potential of greater danger</p> <p>Group offence</p>	
<p>Criminal Damage (including arson) with intent to Endanger Life or Reckless as to whether Life is Endangered</p> <p>Contrary to Section 1(1) 1 (3) and 4 of the Criminal Damage Act 1971</p>	<p>CD71003</p>	<p>4</p>	<p>I</p>	<p>Always refer to the CPS</p>	
<p>Threat to destroy / damage property of another</p> <p>Contrary to Section 2(a) and 4 of the Criminal Damage Act 1971</p>	<p>CD71043</p>	<p>2</p>	<p>E</p>	<p>Intent to cause fear</p> <p>Potential value of damage £300+ approx.</p>	<p>Potential value of damage £100 or less</p>
<p>Threat to destroy / damage property of another – endanger life</p> <p>Contrary to Section 2(b) and 4 of the Criminal Damage Act 1971</p>	<p>CD71044</p>	<p>2</p>	<p>E</p>	<p>As above</p>	<p>As above</p>

Possession of Articles with Intent to Commit Criminal Damage Contrary to Section 3 (a) and 4 of the Criminal Damage Act 1971	CD71045	2	E	Evidence of intent to commit serious criminal damage Potential value of damage £200+ (approx.)	Potential value of damage £50 or less
Racially/Religiously aggravated Criminal Damage (Crime & Disorder Act 1998)	CD98074	3	E	Facilitated by drugs/alcohol Physical harm Premeditated Repeat behaviour Revenge Group action Part of an organised group Location of offence e.g. victims home Sustained offence Vulnerable victim/s Severe distress to victim Wider distress to community High financial loss	High level of provocation from the victim Offender suffering from mental ill health Genuine remorse following offence Lower level Vulnerable offender influenced to carry out offence Low impact on victim

CROSSBOWS

Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Purchase / Hire of Crossbow or Part by Person Under 18 (sec.2 and 6(2) Crossbows Act 1987)	CB87015 (Purchase) CB87017 (Hire)	2	S		Supply by dealer Aware it was an offence Evidence of firing Capable of discharging
Possession of Crossbow or Part by Person Under 18 (sec.3 and 6(2) Crossbows Act 1987)	CJS CB87019 (Crossbow) CJS CB87020 (Parts)	2	S		Aware it was an offence Evidence of discharge in a public place Capable of discharging

CRUELTY					
Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
<p>Cruelty / Ill Treatment to a child in a manner likely to cause unnecessary suffering or injury</p> <p>Contrary to Section 1(1) Children's and Young Persons Act 1933</p>	CY33049	3	E	<p>Persistent neglect over a long period</p> <p>Sadistic violence</p> <p>Repeated violence</p> <p>Substantial injury</p> <p>Premeditation</p>	
CYBERCRIME					
Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
<p>Caused a computer to perform a function with intent to secure unauthorised access (section 1(1) and (3) of the Computer Misuse Act 1990)</p>	CM90005	3	E	<p>Causes significant financial loss to victim</p> <p>Causes significant disruption to core functions of the business</p> <p>Threats made to victim by offender(s)</p>	
<p>Makes, adapts, supplies or offers to supply any article intending it to be used to commit, or to assist in the commission of an offence (section 3A(1) and (5) of the Computer Misuse Act 1990)</p>	CM90007	3	E	<p>Causes significant financial loss to victim</p> <p>Causes significant disruption to core functions of the business</p> <p>Threats made to victim by offender(s)</p>	
<p>Failure to disclose a key or password to protect information</p> <p>Fail to comply with a section 49 notice to disclose the key to protected information (section 53(1) and (5) of the Regulation of Investigatory Powers Act 2000)</p>	RP00005	3	E	<p>Causes significant financial loss to victim</p> <p>Causes significant disruption to core functions of the business</p> <p>Threats made to victim by offender(s)</p>	

DEATHS					
Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Murder / Manslaughter (Victim one year or older)	COML025	4	I		Always refer to CPS
Infanticide	COML026	4	I		Always refer to CPS
Child Destruction	IL29001	4	I		Always refer to CPS
DOMESTIC ABUSE					
Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Engage in controlling / coercive behaviour in an intimate / family relationship	SC15004	3	E	See domestic abuse general factors	
DRUGS					
Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
CLASS 'A' DRUG Supply / possession with intent to supply	See PNLD (drug specific)	4	E		
CLASS 'B' OR 'C' DRUG Supply / possession with intent to supply	See PNLD (drug specific)	4	E		Group of people pooling resources to buy a supply of drugs to share between them No profit made
CLASS 'A' DRUG Possession	See PNLD (drug specific)	3	E	In prison establishment Large quantity	
CLASS 'B' OR 'C' DRUG Possession	See PNLD (drug specific)	2	E	In prison establishment Large quantity	Small quantities consistent with personal use

CLASS 'B' Possession Cannabis / Cannabis Resin	MD71530	2	E	In prison establishment Large quantity	Small quantities consistent with personal use First time possession
CLASS 'A' DRUG Production	See PNLD (drug specific)	4	E	Commercial production Large quantity	Small quantities consistent with personal use
CLASS 'B' OR 'C' DRUG Production / Cultivation	See PNLD (drug specific)	4	E	Commercial production Large quantity	Small quantities consistent with personal use
Permit use of premises for smoking Cannabis or Cannabis Resin	MD71537	2	E	On commercial basis Evidence of widespread use	Vulnerable offender

DRUNKENNESS

Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Drunk and Disorderly (S.91(1) Criminal Justice Act 1967)	CJ67002	2	S	Risk of escalation Busy public place Offensive language or behaviour Threatening	Only witnessed by a police officer Little inconvenience to the public Non-threatening
Drunk and incapable (Drunk on a highway / in a public place / on licensed premises) S.12 Licensing Act 1872	LG72008	1	S		Appears to have a serious alcohol problem
Drunk in charge of a child under the age of seven years (On a highway or other public place)	LG02001	2	S	Child of particularly tender years Child at risk More than one child	Minimal risk to child

EXPLOSIVES					
Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Explosive substances offences (see PNLD for specific offences)	See PNLD for specific offence types/codes	4	I	Always refer to the CPS	
Throwing firework Section 80 Explosives Act 1875	EP75006	2	S	Thrown at or towards person or animal Busy public place Local problem	
FALSE MESSAGES					
Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Bomb Hoax (Section 51 Criminal Law Act 1977)	CL77012	3	S	'Copy –cat' scenario Existing climate of fear Caused dangerous or large scale evacuation i.e. hospital, large sporting event Serious financial loss	Obvious to recipient that a hoax
False Alarms to Emergency Services (s.49 Fire & Rescue Services Act 2004)	See PNLD for specific offence types/codes	3	S	Persistency	Obvious to recipient that a hoax
Other False Emergency Calls (S.127 Communications Act 2003)	See PNLD for specific offence types/codes	3	S	Persistency	Obvious to recipient that a hoax

FIREARMS					
Use firearm to resist arrest	FI68064	4	I	Always refer to CPS	
Possession of firearm with intent to endanger life / Injure Property (S.16 Firearms Act 1968)	FI68059	4	I	Always refer to CPS	
Possession of firearm whilst committing offence or with intent to commit offence (S.17 & 18 Firearms Act 1968)	s.17) FI68068 s.18) FI68076	4	I	Always refer to CPS	
Carrying loaded firearm in public place (S.19 Firearms Act 1968)	See PNLD for specific offence types/codes	3	E	Type of weapon Discharge of weapon	
Trespass in building with loaded Firearm (S.20 Firearms Act 1968)	See PNLD for specific offence types/codes	3	E	Type of weapon Discharge of weapon	
Possession of firearm within set period of release (S.21 Firearms Act 1968)	See PNLD for specific offence types/codes	3	E	Type of weapon Discharge of weapon	
Person under 17 purchasing firearm or ammunition (S.22 Firearms Act 1968)	See PNLD for specific offence types/codes	2	S	Type of weapon	
Person under 17 having air weapon in public (S.22 Firearms Act 1968)	See PNLD for specific offence types/codes	1	S	Impact on the public Aware it was an offence Evidence of firing	
Supply (includes sale) firearm or ammunition to person under 17 (S.24 Firearms Act 1968)	See PNLD for specific offence types/codes	2	S	Supply by firearms dealer	

<p>Possession of firearm/shotgun without certificate (S.1.1 & 2.1 Firearms Act 1968)</p> <p>a) No certificate ever held b) Following non-renewal</p>	<p>See PNLD for specific offence types/codes</p>	<p>3 3 2</p>	<p>E</p>	<p>Any form of usage Possession in public Type/construction of weapons (e.g. prohibited) History of lethargic renewal Deliberate avoidance of renewal procedure</p>	
<p>Making false statement to procure grant, renewal, or variation of firearm / shotgun certificate (S.26.5 & 29.3 Firearms Act 1968)</p>	<p>See PNLD for specific offence types/codes</p>	<p>3</p>	<p>S</p>	<p>Previous conviction(s) omitted which would affect decision to grant, renew or vary Deliberate supply of false information</p>	
<p>Firearm - failure to comply with condition of certificate in relation to security of weapons (S.1.2 & 2.2 Firearms Act 1968)</p>	<p>See PNLD for specific offence types/codes</p>	<p>2</p>	<p>S</p>	<p>Degree of carelessness / insecurity Previous history of insecurity Certificate held for period of time - therefore knew of the requirement</p>	

FORGERY

Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
<p>Using a False Document (instrument) (S.3 Forgery & Counterfeiting Act 1981)</p>	<p>FC81006</p>	<p>3</p>	<p>E</p>	<p>Nature of document and potential consequences Organised team Sophistication</p>	<p>Poverty / personal need Coercion from others</p>

Possessing a False Document with Intent (S.5(2) Forgery & Counterfeiting Act 1981) S.5(1) with intent	S.5(1) FC81009 S.5 (2) FC81010	3	E	Nature of document and potential consequences Organised team Sophistication	Poverty / personal need Coercion from others
Forgery of Documents etc. (Road Traffic Act 1988)	See PNLD for specific offence types/codes	3	E	Nature of document and potential consequences Organised team Sophistication	Poverty / personal need Coercion from others

HARBOURING

Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Harbouring / Assisting escaped prisoners	Harbouring: CJ61001 Assisting: CJ61002	3	E	Premeditated Causing injury / damage Providing instruments / transport Assisted for reward Original sentence 7 years or more	

HARASSMENT & STALKING

NB: [Joint CPS / Police protocol](#) should be adhered to for these offences. In particular section 4.2: Where the course of conduct involves elements of stalking behaviour, a **charge** under section 2A or 4A of the PHA 1997 will always be the starting point where the relevant evidential and public interest thresholds are met

Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Harassment -without violence (s2)	PH97004	2	S	<p>There are grounds for believing the offender is unlikely to be deterred in their actions by an out of court disposal</p> <p>Victim was vulnerable, deliberately put in considerable fear or suffered personal attack, damage, disturbance, or domestic abuse</p> <p>A history of non-compliance to court orders (such as, but not limited to, Domestic Violence Protection Orders, non-molestation orders, restraining orders, injunctions)</p>	Evidence of genuine recognition of the need for change, and evidence of obtaining help or treatment to effect that change
Harassment – put in fear of violence (s4)	PH97009	3	E	<p>There are grounds for believing the offender is unlikely to be deterred in their actions by an out of court disposal</p> <p>Victim was vulnerable, deliberately put in considerable fear or suffered personal attack, damage, disturbance, or domestic abuse</p> <p>A history of non-compliance to court orders (such as, but not limited to, Domestic Violence Protection Orders, non-molestation orders, restraining orders, injunctions)</p>	Evidence of genuine recognition of the need for change, and evidence of obtaining help or treatment to effect that change
Stalking – without fear / alarm / distress (s2A)	PH97006	4	S	See note at header – Joint CPS / Police protocol	

Stalking – involving serious alarm / distress / fear of violence (s4A)	PH97011	4	E	See note at header – Joint CPS / Police protocol
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INTERFERENCE WITH THE COURSE OF JUSTICE

Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Conspiracy / Attempt to Pervert the Course of Justice	COML030	4	I	Always refer to CPS LOCAL REMINDER: Consider offence of 'Obstruct Police'	
Perjury	PJ11012	4	I	Always refer to CPS	
Bail Personation	FY61009	4	I	Always refer to CPS	
Escape from Lawful custody	COML016	4	I	Always refer to CPS	
Aid / Abet Escape from lawful custody	COML016B	4	I	Always refer to CPS	

LICENSING

Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Sale outside permitted hours (unauthorised licensable activities)	LG03028	2	S	Over a long period or Accumulation of periods Sold in large quantities Many customers Previous offences of similar nature	Short period Little sold Isolated incident Few customers (less than 6)
Licensee or servant knowingly sell or allow person under 18 years to buy or consume intoxicating liquor in a bar	See PNLD for specific offence types/codes	2	S	Large number of under age drinkers on premises Recurring offence	Low number on premises Isolated incident Genuine belief person over 18 years & took reasonable steps to establish age
Person under 18 years buy / attempt to buy	See PNLD for specific offence types/codes	1	S	Large number of under age drinkers on premises	Low number on premises Isolated incident

Other person buy / attempt to buy for under 18 year old intoxicating liquor	See PNLD for specific offence types/codes	2	S	Recurring offence	Genuine belief person over 18 years
Selling to a drunken person	See PNLD for specific offence types/codes	2	S	Frequent occurrence	Isolated incident
Person enters licensed premises in breach of court exclusion order	See PNLD for specific offence types/codes	3	S	Blatant breach of court order	

MISCELLANEOUS

Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Throwing stones at a train Section 56 British Transport Commission Act 1949	BT49006	2	S		
Trespass on a Railway Sec 50 British Transport Commission Act 1949	BT49005	2	S		
Most Non-Recordable Offences		1	S		
Breach of By-Laws		1	S		Not a local resident

MODERN SLAVERY OFFENCES (2015 Act)					
Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Arrange or facilitate travel of another person with a view to exploitation (Section 2(1) and 5 (1))	MS15003	3	E	Force used Facilitated by drugs/alcohol Vulnerable victim Group action	Offender was suffering from mental ill health
Commit offence of kidnapping or false imprisonment with intention of committing human trafficking offence (Section 4 and 5 (3))	MS15006	4	I	Always refer to CPS	
Commit offence other than kidnapping or false imprisonment with intent to commit human trafficking offence (Section 4 and 5 (2))	MS15005	3	E	Force used Facilitated by drugs/alcohol Vulnerable victim Group action	Offender was suffering from mental ill health
Hold a person in slavery or servitude (Section 1(1a) and 5 (1))	MS15001	3	E	Force used Facilitated by drugs/alcohol Vulnerable victim Group action	Offender was suffering from mental ill health
Require person to perform forced or compulsory labour (Section 1 (1b) and 5 (1))	MS15002	3	E	Force used Facilitated by drugs/alcohol Vulnerable victim Group action	Offender was suffering from mental ill health
OBSTRUCTION					
Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Obstruct / Resist Constable (S.89 Police Act 1996)	PL96003	2	S	Attempt to prevent arrest of another Premeditation Group action	
Wilful Obstruction of Highway (Highways Act 1980)	HY80020	2	S	Close to traffic hazard e.g. School Large scale disruption	Brief period only No considerable problems caused to other road users and/or pedestrians

OFFENSIVE WEAPONS					
Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Possession of Offensive Weapon (Includes corrosive substances – such as acid)	See PNLD for specific offence types/codes	4	E	Method of use Concern caused to member(s) of public Degree of danger	
Possession of Sharp Pointed Blade	See PNLD for specific offence types/codes	4	E	Method of use Concern caused to member(s) of public	Genuine oversight in retaining blade after a lawful possession
Import prohibited weapons / ammunition with intent to evade a prohibition / restriction	CE79350	4	E	Large scale Nature of weapon Significant financial gain	
PUBLIC ORDER (including Racially aggravated)					
Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Riot (Section 1)	PU86001	4	I	Always refer to CPS	
Violent Disorder (Section 2)	PU86002	3	E	Planned action Premeditated action Use of weapons People put in fear Damage caused Busy public place Large group Hate Crime	
Affray (Section 3)	PU86003	3	E	Use of weapons People put in fear Damage caused Busy public place Group action Hate Crime	
Threatening, abusive or insulting words or behaviour intended to cause fear of violence or to provoke violence (Section 4)	PU86004	3	S	Use of weapons Group action People put in fear Risk of escalation Busy public place Hate Crime	

Intentionally causing harassment, alarm or distress through threatening abusive or insulting words or behaviour or display (Section 4A)	PU86116	3	S	Hate Crime Risk of escalation Group action	No risk of escalation
Threatening or abusive words or behaviour likely to cause harassment, alarm or distress (Section 5)	PU86149	2	S	Risk of escalation Group action Hate Crime	Isolated incident No risk of escalation
Racially / religiously aggravated intentional harassment / alarm / distress - words / writing (s31 Crime & Disorder Act 1998)	CD98067	3	E	Use of threats Threats to kill Threats to disclose intimate material Wide distribution Repeat behaviour Revenge Group action Part of an organised group Vulnerable victim/s Severe distress to victim High level of disruption to victim/s	High level of provocation from the victim Offender suffering from mental ill health Genuine remorse following offence Lower level Vulnerable offender influenced to carry out offence Low impact on victim
Use threatening abusive / insulting words / behaviour with intent / likely to stir up racial hatred / religious hatred / hatred on the grounds of sexual orientation Note – Prosecution for this offence requires the consent of the Attorney General	PU86021	3	E	Use of threats Threats to kill Threats to disclose intimate material Wide distribution Repeat behaviour Revenge Group action Part of an organised group Vulnerable victim/s Severe distress to victim High level of disruption to victim/s	

<p>Use threatening words / behaviour intending to stir up religious / sexual orientation hatred</p> <p>Note – Prosecution for this offence requires the consent of the Attorney General</p>	PU86135	3	E	<p>Use of threats</p> <p>Threats to kill</p> <p>Threats to disclose intimate material</p> <p>Wide distribution</p> <p>Repeat behaviour</p> <p>Revenge</p> <p>Group action</p> <p>Part of an organised group</p> <p>Vulnerable victim/s</p> <p>Severe distress to victim</p> <p>High level of disruption to victim/s</p>	
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<p>Possess written material which is threatening abusive / insulting to stir up racial hatred</p> <p>Note – Prosecution for this offence requires the consent of the Attorney General</p>	PU86111	3	E	<p>Use of threats</p> <p>Threats to kill</p> <p>Threats to disclose intimate material</p> <p>Wide distribution</p> <p>Repeat behaviour</p> <p>Revenge</p> <p>Group action</p> <p>Part of an organised group</p> <p>Vulnerable victim/s</p> <p>Severe distress to victim</p> <p>High level of disruption to victim/s</p>	
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RABIES

Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
<p>Land an animal in Great Britain</p> <p>attempt to land an animal in Great Britain</p>	<p>RB74001</p> <p>RB74004</p>	<p>3</p> <p>3</p>	E	<p>Offender was ringleader / organizer</p> <p>Offender was part of an Organised team or group</p> <p>Likelihood to repeat – e.g. by a history of recurring conduct</p>	<p>Offender was influenced by others</p> <p>Genuine mistake or misunderstanding</p> <p>The offence is unlikely to recur or the offender is unlikely to reoffend</p>
<p>Cause landing of an animal in Great Britain</p> <p>Attempted landing of an animal in Great Britain</p>	<p>RB74008</p> <p>RB74010</p>	<p>3</p> <p>3</p>	E	<p>Offender was ringleader / organizer</p> <p>Offender was part of an Organised team or group</p> <p>Likelihood to repeat – e.g. by a history of recurring conduct</p>	<p>Offender was influenced by others</p> <p>Genuine mistake or misunderstanding</p> <p>The offence is unlikely to recur or the offender is unlikely to reoffend</p>

Permit landing of animal in Great Britain	RB74009	3	E	Offender was ringleader/organizer Offender was part of an Organised team or group Likelihood to repeat – e.g. by a history of recurring conduct	Offender was influenced by others Genuine mistake or misunderstanding The offence is unlikely to recur or the offender is unlikely to reoffend
Attempted landing of animal in Great Britain	RB74011	3			

RADIO EQUIPMENT & TELECOMMUNICATIONS TERMINAL EQUIPMENT

Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Contravene reg 5(1) / 12 of the Radio Equipment and Telecommunications Terminal Equipment Regs 2000	RE00001	2	S		Genuine mistake Offender was influenced by others

RAILWAYS & TRANSPORT SAFETY

Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Attempt to travel on railway without paying fare	RW89007	2	S	Produces incorrect ticket/document Abuse to staff	Remorse
Having failed to pay rail fare gave false particulars	RW89006	2			Serious medical condition
Travel beyond the distance paid for on railway	RW89005	2			Age / lack of maturity
Travel on railway without paying fare	RW89004	2			Offender was suffering from mental ill health
					Learning disability Genuine misunderstanding

Carried out an activity ancillary to an aviation function while impaired by drink / drugs - transport safety	RT03018	3	E	Evidence of premeditation	Offender is or was at time of offence suffering from significant mental or physical ill-health and offence is not likely to be repeated Willing to attend rehabilitation programme
Perform ancillary activity to an aviation function – alcohol in breath / blood / urine over the prescribed limit	RT03020	3		Likelihood offence will to be repeated	
Fail to comply with a direction to investigate a railway accident - transport safety	RT03007	3	E	Likelihood offence will to be repeated Abuse to staff Deliberate action	Offender is or was at time of offence suffering from significant mental or physical ill-health and offence is not likely to be repeated Genuine misunderstanding

Fail to comply with a requirement imposed by an inspector of rail accidents - transport safety	RT03001	2	S	Likelihood offence will to be repeated Abuse to staff Deliberate action	Offender is or was at time of offence suffering from significant mental or physical ill-health and offence is not likely to be repeated Genuine misunderstanding
Fail to comply with summons to give evidence / produce document at an inquiry - transport safety	RT03009	3	S	Likelihood offence will to be repeated Abuse to staff Deliberate attempt to mislead	Offender is or was at time of offence suffering from significant mental or physical ill-health and offence is not likely to be repeated
Fail to co-operate with the provision of a specimen of breath - preliminary test - Maritime offence Aviation offence	RT03021 RT03023	4	E	Likelihood offence will to be repeated Deliberate attempt to mislead	Offender is or was at time of offence suffering from significant mental or physical ill-health and offence is not likely to be repeated Genuine misunderstanding
Make an inaccurate / misleading statement - rail accident investigation - transport safety	RT03002	3	S	Likelihood offence will to be repeated Deliberate attempt to mislead	Offender is or was at time of offence suffering from significant mental or physical ill-health and offence is not likely to be repeated Genuine misunderstanding

<p>Master / pilot / seaman - on duty - ability to carry out duties impaired by drink / drugs - transport safety</p> <p>Alcohol in breath / blood / urine above prescribed limit - transport safety</p>	<p>RT03011</p> <p>RT03012</p>	<p>4</p> <p>4</p>	<p>E</p>	<p>Evidence of premeditation</p> <p>Likelihood offence will to be repeated</p>	<p>Offender is or was at time of offence suffering from significant mental or physical ill-health and offence is not likely to be repeated</p> <p>Willing to attend rehabilitation programme</p>
<p>Obstruct / fail to cooperate with inquiry - transport safety</p>	<p>RT03010</p>	<p>3</p>	<p>S</p>	<p>Likelihood offence will to be repeated</p> <p>Deliberate attempt to mislead</p>	<p>Offender is or was at time of offence suffering from significant mental or physical ill-health and offence is not likely to be repeated</p> <p>Genuine misunderstanding</p>

<p>Obstruct an inspector of rail accidents in the course of his investigation - transport safety</p> <p>Obstruct person accompanying inspector of rail accidents in the course of his investigation - transport safety</p> <p>Obstruct person exercising power of an inspector of rail accidents - transport safety</p>	<p>RT03004</p> <p>RT03005</p> <p>RT03006</p>	<p>3</p> <p>3</p> <p>3</p>	<p>S</p>	<p>Likelihood offence will to be repeated</p> <p>Deliberate attempt to mislead</p> <p>Abuse to staff</p>	<p>Offender is or was at time of offence suffering from significant mental or physical ill-health and offence is not likely to be repeated</p> <p>Genuine misunderstanding</p>
<p>Off duty seaman - ability to carry out duties in an emergency impaired by drink / drugs - transport safety</p> <p>Off duty seaman - alcohol in breath / blood / urine over prescribed limit - transport safety</p>	<p>RT03013</p> <p>RT03014</p>	<p>3</p> <p>3</p>	<p>E</p>	<p>Evidence of premeditation</p> <p>Likelihood offence will to be repeated</p>	<p>Offender is or was at time of offence suffering from significant mental or physical ill-health and offence is not likely to be repeated</p> <p>Willing to attend rehabilitation programme</p>
<p>Perform aviation function while impaired by drink / drugs - transport safety</p> <p>Alcohol in breath / blood / urine over prescribed limit - transport safety</p>	<p>RT03017</p> <p>RT03019</p>	<p>4</p> <p>4</p>	<p>E</p>	<p>Evidence of premeditation</p> <p>Likelihood offence will to be repeated</p>	<p>Offender is or was at time of offence suffering from significant mental or physical ill-health and offence is not likely to be repeated</p> <p>Willing to attend rehabilitation programme</p>
<p>Provide information / record which was inaccurate / misleading statement - rail accident investigation</p>	<p>RT03003</p>	<p>3</p>	<p>S</p>	<p>Likelihood offence will to be repeated</p> <p>Deliberate attempt to mislead</p> <p>Abuse to staff</p>	<p>Offender is or was at time of offence suffering from significant mental or physical ill-health and offence is not likely to be repeated</p> <p>Genuine misunderstanding</p>

Provide railway services without having entered into police services agreement - transport safety	RT03008	3	E	Deliberate attempt to mislead Likelihood offence will to be repeated	Offender is or was at time of offence suffering from significant mental or physical ill-health and offence is not likely to be repeated Genuine misunderstanding
REFUSE DISPOSAL					
Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Abandon property on a highway, on land in the open air - Refuse Disposal (Amenity) Act 1978	RD78005	2	S	Likelihood offence will to be repeated The offence, though minor, is an issue for the local area	Genuine mistake or misunderstanding The offence is unlikely to recur or the offender is unlikely to reoffend
REGULATION OF INVESTIGATORY POWERS					
Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Disclose details of an interception warrant – RIPA Section 49 notice – RIPA	RP00004 RP00006	4 4	E	Abuse of trust and abuse of power	Coercion or threat from others
Fail to comply with a section 49 notice to disclose the key to protected information	RP00005	4	E	Abuse of trust and abuse of power	Coercion or threat from others
Fail to give effect to an interception warrant – RIPA	RP00003	4	E	Abuse of trust and abuse of power	Coercion or threat from others
Intercept communication by public postal / telecommunication system – RIPA Private telecommunication system – RIPA	RP00001 RP00002	4 4	E	Abuse of trust and abuse of power	Coercion or threat from others

RENT					
Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Require / receive rent in excess of that registered for a dwelling under a restricted contract	RE77003	2	S	Evidence of premeditation Likelihood offence will to be repeated	Genuine mistake or misunderstanding The offence is unlikely to recur or the offender is unlikely to reoffend
REPRESENTATION OF THE PEOPLE					
Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Aid / abet commission of an act at an election intending to deprive other of vote / gain a vote etc	RP83005B	4	E	Sophistication Organised team	Coercion from others
Aid / abet personation at local / parliamentary election	RP83002	4	E	Sophistication Organised team	Coercion from others
Bribery before, during or after an election	RP83035	4	E	Sophistication Organised team	Coercion from others
Engage in an act at an election intending to deprive other of vote / gain a vote etc	RP83005	4	E	Sophistication Organised team	Coercion from others
False statements in nomination papers – elections	RP83061	4	E	Sophistication Organised team	Coercion from others
False signature in nomination papers – elections	RP83062	4			
Person other than Returning or Presiding Officer or clerk administering poll deface or destroy nomination paper	RP83017	3	S	Sophistication Organised team	Coercion from others
Ballot paper	RP83018	3			

Personation at local / parliamentary election	RP83001	4	E	Sophistication Organised team	Coercion from others
Provide to a registration officer false information for a purpose connected with the registration of electors	RP83003	3	S	Sophistication Organised team	Coercion from others
Publish prohibited statement of an exit poll – elections	RP83063	3	S	Sophistication Organised team	Coercion from others
forecast of election result – elections	RP83064	3			
Returning / presiding officer / clerk administering poll deface / destroy a nomination paper	RP83015	4	E	Sophistication Organised team	Coercion from others
Ballot paper	RP83016	4			
Treat at election	RP83036	4	E	Sophistication Organised team	Coercion from others
Use undue influence at election	RP83037	4			

RESTRICTION OF OFFENSIVE WEAPONS

Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Manufacture / sell / hire / possess / offer a flick / gravity knife	RE59023	3	S	Method of use Concern caused to member(s) of public Degree of danger	Genuine oversight in retaining blade after a lawful possession

ROAD TRAFFIC – See addendum for Court only and Fixed Penalty disposal offences

Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Causing danger to road users	RT88042	3	E	Significant damage caused Multiple offenders involved Potential risk to public or resultant danger	Emergency circumstances No danger caused to public Lack of knowledge

Give false address to cab driver after refusal / failure to pay fare (inside Greater London)	LC96005	2	S	Repeat offence Abuse to driver Pre-meditated	Genuine misunderstanding Offender was suffering from mental ill health Learning disability
Interfere with a motor vehicle / trailer / cycle – endanger road user	RT88043	3	E	Part of a spree Emergency services vehicle	No previous / relevant convictions Age / lack of maturity Offender was suffering from mental ill health Learning disability
Interfere with traffic equipment – cause danger to road users	RT88044	3	E	Part of a spree Injury caused to road users Significant damage caused	No previous / relevant convictions Age / lack of maturity Offender was suffering from mental ill health Learning disability
Transport worker - fail to consent to analysis of blood specimen	TW92009	3	S	Likelihood offence will to be repeated Deliberate attempt to mislead	Offender is or was at time of offence suffering from significant mental or physical ill-health and offence is not likely to be repeated
Use parking certificate / I.D. / device with intent to deceive	RR84120	3	E	Deliberate attempt to mislead	Age / lack of maturity Offender was suffering from mental ill health Learning disability Genuine misunderstanding
Use parking device with intent to deceive	RR84118	3	E	Deliberate attempt to mislead	Age / lack of maturity Offender was suffering from mental ill health Learning disability Genuine misunderstanding

Use parking permit / token with intent to deceive	RR84121	3	E	Deliberate attempt to mislead	Age / lack of maturity Offender was suffering from mental ill health Learning disability Genuine misunderstanding
Use parking ticket with intent to deceive	RR84119	3	E	Deliberate attempt to mislead	Age / lack of maturity Offender was suffering from mental ill health Learning disability Genuine misunderstanding
With intent to defraud interfered with a parking apparatus / device used to collect charges	RR84077	2	S	Deliberate attempt to mislead	Age / lack of maturity Offender was suffering from mental ill health Learning disability Genuine misunderstanding

ROAD TRAFFIC DOCUMENTS

Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Allow use of driving licence with intent to deceive	RT88321	3	E	Sophistication Organised team	Age / lack of maturity Offender was suffering from mental ill health Learning disability Genuine misunderstanding

Allow use of insurance document with intent to deceive	RT88322	3	E	Sophistication Organised team	Age / lack of maturity Offender was suffering from mental ill health Learning disability Genuine misunderstanding
Alter driving licence / counterpart with intent to deceive	RT88231	3	E	Sophistication Organised team	Age / lack of maturity Offender was suffering from mental ill health Learning disability Genuine misunderstanding
Alter insurance documents with intent to deceive	RT88232	3	E	Sophistication Organised team	Age / lack of maturity Offender was suffering from mental ill health Learning disability Genuine misunderstanding
Forge a driving licence / counterpart with intent to deceive	RT88227	3	E	Sophistication Organised team	Age / lack of maturity Offender was suffering from mental ill health Learning disability Genuine misunderstanding
Forge insurance document with intent to deceive	RT88228	3	E	Sophistication Organised team	Age / lack of maturity Offender was suffering from mental ill health Learning disability Genuine misunderstanding

Forge test / goods / plating etc certificate with intent to deceive	RT88230	3	E	Sophistication Organised team	Age / lack of maturity Offender was suffering from mental ill health Learning disability Genuine misunderstanding
Lend driving licence with intent to deceive	RT88239	3	E	Sophistication Organised team	Age / lack of maturity Offender was suffering from mental ill health Learning disability Genuine misunderstanding
Lend insurance document with intent to deceive	RT88240	3	E	Sophistication Organised team	Age / lack of maturity Offender was suffering from mental ill health Learning disability Genuine misunderstanding
Make a false statement to obtain a driving licence	RT88497	3	E	Sophistication Organised team	Age / lack of maturity Offender was suffering from mental ill health Learning disability Genuine misunderstanding
Make a false statement to obtain insurance	RT88498	3	E	Sophistication Organised team	Age / lack of maturity Offender was suffering from mental ill health Learning disability Genuine misunderstanding

Make driving licence / counterpart with intent to deceive	RT88243	3	E	Sophistication Organised team	Age / lack of maturity Offender was suffering from mental ill health Learning disability Genuine misunderstanding
Make insurance document with intent to deceive	RT88244	3	E	Sophistication Organised team	Age / lack of maturity Offender was suffering from mental ill health Learning disability Genuine misunderstanding
Possess driving licence / counterpart with intent to deceive	RT88247	3	E	Sophistication Organised team	Age / lack of maturity Offender was suffering from mental ill health Learning disability Genuine misunderstanding
Possess insurance document with intent to deceive	RT88248	3	E	Sophistication Organised team	Age / lack of maturity Offender was suffering from mental ill health Learning disability Genuine misunderstanding
Use driving licence / counterpart with intent to deceive	RT88235	3	E	Sophistication Organised team	Age / lack of maturity Offender was suffering from mental ill health Learning disability Genuine misunderstanding

Use insurance document with intent to deceive	RT88236	3	E	Sophistication Organised team	Age / lack of maturity Offender was suffering from mental ill health Learning disability Genuine misunderstanding
Withhold information to obtain motor insurance	RT88499	3	E	Sophistication Organised team	Age / lack of maturity Offender was suffering from mental ill health Learning disability Genuine misunderstanding

SEXUAL OFFENCES

Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Rape (16 or over) (Section 1)	Of a female SX03002 Of a male SX03004	4	I		Always refer to CPS
Rape (Under 13) (Section 5)	Of a female CJS: SX03005 Of a male CJS: SX03006	4	I		Always refer to CPS
Assault by penetration (13 or over) (Section 2)	On a female CJS: SX03005 On a male CJS: SX03006	4	I		Always refer to CPS
Assault by penetration (Under 13) (Section 6)	Of a female CJS: SX03015 Of a male CJS: SX03016	4	I		Always refer to CPS

Sexual Assault (Section 3)	On a female CJS: SX03007 On a male CJS:SX03008	3	E	Force used Facilitated by drugs/alcohol Vulnerable victim Group action	Offender was suffering from significant mental ill health
Causing person to engage in sexual activity without consent with penetration (Section 4)	Female 13 and over CJS: SX03011 Attempt: CJS:SX03011 A Male 13 and over CJS: SX03012 Attempt: CJS:SX03012 A	4	I	Always refer to CPS	
Causing person to engage in sexual activity without consent without penetration (Section 4)	Female 13 and over CJS: SX03009 Attempt: CJS: SX03009A Male 13 and over CJS: SX03010 Attempt: CJS: SX03010A	3	E	Force used Facilitated by drugs/alcohol Vulnerable victim Group action	Offender was suffering from mental ill health Offender and victim of similar age and no element of coercion present
Causing/Inciting a child under 13 to engage in sexual activity without consent with penetration (Section 8) (Offender any age)	Female: CJS:SX03021 Male: CJS: SX03022	4	I	Always refer to CPS	
Causing/Inciting a child under 13 to engage in sexual activity without consent without penetration (Section 8) (Offender any age)	Female: CJS: SX03019 Male: CJS: SX03020	3	E	Force used Facilitated by drugs/alcohol Vulnerable victim Group action	Offender was suffering from mental ill health Offender and victim of similar age and no element of coercion present

Causing/Inciting a child under 16 to engage in sexual activity with penetration (Section 10) (Offender 18 or over)	Female: CJS: SX03029 Male: CJS: SX03030	4	I	Always refer to CPS	
Causing/Inciting a child under 16 to engage in sexual activity without penetration (Section 10) (Offender 18 or over)	Female: CJS: SX03162A Male: CJS: SX03163A	3	E	Force used Facilitated by drugs/alcohol Vulnerable victim Group action	Offender was suffering from mental ill health Offender and victim of similar age and no element of coercion present
Engaging in sexual activity in presence of child under 13 (Section 11)	CJS: SX03031 Attempt: CJS: SX03031A	3	E	Facilitated by drugs/alcohol Vulnerable victim Group action	Offender was suffering from mental ill health Offender and victim of similar age and no element of coercion present
Engaging in sexual activity in presence of child under 16 (Section 11)	CJS: SX03032 Attempt: CJS: SX03032A	3	E	Force used Facilitated by drugs/alcohol Vulnerable victim Group action	Offender was suffering from mental ill health Offender and victim of similar age and no element of coercion present
Causing child under 13 to watch sexual act/image (Section 12)	CJS: SX03033 Attempt: CJS: SX03033A	3	E	Force used Facilitated by drugs/alcohol Vulnerable victim Group action	Offender was suffering from mental ill health Offender and victim of similar age and no element of coercion present Social media/technology used
Causing child under 16 to watch sexual act/image (Section 12)	CJS: SX03034 Attempt: CJS: SX03034A	3	E	Force used Facilitated by drugs/alcohol Vulnerable victim Group action	Offender was suffering from mental ill health Offender and victim of similar age and no element of coercion present Social media/technology used

Sexual activity with a child family member with penetration (Section 25) (Offender over 18)	Female Under 13 CJS: SX03064 Female 13-17 CJS: SX03068 Male under 13 CJS:SX03065 Male 13-17 CJS:SX03069	4	I	Always refer to CPS	
Sexual activity with a child family member with no penetration (Section 25)	Female Under 13 CJS: SX03172 Female 13-17 CJS: SX03174 Male under 13 CJS: SX03173 Male 13-17 CJS: SX03175	3	E	Force used Facilitated by drugs/alcohol Vulnerable victim Victim under 13 Group action	Offender was suffering from mental ill health Offender and victim of similar age and no element of coercion present
Sex with adult relative with penetration (Section 64)	SX03126	3	E	Force used Facilitated by drugs / alcohol Victim under 13 Group action Element of coercion	Offender was suffering from mental ill health Offender and victim of similar age and no element of coercion present Family member is not under recognised relations
Sexual activity with person with mental disorder, with penetration (Section 30)	Female CJS: SX03080 Male CJS: SX03081	4	I	Always refer to CPS	
Sexual activity with person with mental disorder, without penetration (Section 30)	Female CJS: SX03078 Male CJS: SX03079	3	E	Force used Facilitated by drugs/alcohol Victim under 13 Group action In a position of trust	Offender was suffering from mental ill health Offender and victim of similar age and no element of coercion present
Engaging in sexual activity in presence of person with mental disorder (Section 32)	SX03086	3	E	Force used Facilitated by drugs/alcohol Victim under 13 Group action In a position of trust	Offender was suffering from mental ill health Offender and victim of similar age and no element of coercion present

Causing a person with mental disorder to watch sexual act (Section 33)	SX03087	3	E	Force used Facilitated by drugs/alcohol Victim under 13 Group action In a position of trust	Offender was suffering from mental ill health Offender and victim of similar age and no element of coercion present
Paying for sexual services of a child under 13 penetration (Section 47)	Female CJS: SX03104 Male CJS: SX03105	4	I	Always refer to CPS	
Paying for sexual services of a child 13-15 penetration (Section 47)	Female CJS: SX03109 Male CJS: SX03108	4	I	Always refer to CPS	
Paying for sexual services of a child 13-15 non penetration (Section 47)	Female CJS: SX03106 Male CJS: SX03107	3	E	Force used Facilitated by drugs/alcohol Victim under 13 Group action In a position of trust Grooming used	Offender was suffering from mental ill health Offender and victim of similar age and no element of coercion present
Paying for sexual services of a child 16-17 (Section 47)	Female CJS:SX03110 Male CJS:SX03111	3	E	Force used Facilitated by drugs/alcohol Victim under 13 Group action In a position of trust Grooming used	Offender was suffering from mental ill health Offender and victim of similar age and no element of coercion present
Causing/Inciting the sexual exploitation of a child (Section 48)	Under 13 CJS: SX03229 13-17 CJS: SX03230	3	E	Force used Facilitated by drugs/alcohol Victim under 13 Group action In a position of trust Grooming used	
Arranging/facilitation the sexual exploitation of a child (Section 50)	Under 13 CJS: SX03227 13-17 CJS: SX03228	3	E	Facilitated by drugs/alcohol Victim under 13 Group action In a position of trust Grooming used Violence used	

Arranging or facilitating the commission of a child sex offence (Section 14)	SX03047	3	E	Coercion or trafficking used Over a long period of time Vulnerable victim False imprisonment used Part of an organised group Financial gain In a position of trust	Did not intend a sexual act to be committed
Meeting a child following sexual grooming (Section 15)	Female CJS: SX03225 Male CJS: SX03226	3	E	Coercion and deception used Prolonged communication Intent to commit sexual act on meet Degree of planning taken for the meet Victim under 16 In a position of trust	Offender was suffering from mental ill health No intention to commit sexual act on meet Victim was deceptive of age
Sexual communication with a child (Section 15A (1) and (3))	SX03224	3	E	Coercion and deception used Prolonged communication Victim under 16 In a position of trust	One off communication Offender was suffering from mental ill health Victim was deceptive of age
Administering substance with intent to commit sexual offence (Section 61)	SX03123	3	E	Victim under 13 Group action In a position of trust Grooming used Violence used	Offender was suffering from mental ill health
Committing an offence with the intent to commit a sexual offence (Section 62)	SX03124	3	E	Facilitated by drugs / alcohol Victim under 13 Group action In a position of trust Kidnapping/false imprisonment used Grooming used Violence used	Offender was suffering from mental ill health
Trespass with intent to commit sexual offence (Section 63)	SX03125	3	E	Facilitated by drug s/ alcohol Victim under 13 Group action In a position of trust Kidnapping/false imprisonment used	Offender was suffering from mental ill health
Exposure (Section 66)	SX03128	3	E	Victim put in fear Victim under 16 Location Repeat behaviour Coercion used	Single event Offender was suffering from mental ill health

<p>Voyeurism (Section 67)</p> <p>Observe a person committing a private act: CJS: SX03129</p> <p>Recording a private act: CJS: SX03131</p> <p>Installing equipment / adapt structure / construct: CJS: SX03132</p> <p>Operating equipment to observe: CJS: SX03130</p>	See offence column	3	E	<p>Victim put in fear</p> <p>Repeat behaviour</p> <p>Victim under 16</p> <p>Extent taken to install/construct/adapt structure</p>	<p>Single event</p> <p>Offender was suffering from mental ill health</p>
<p>Soliciting (Section 51A) (Includes Kerb Crawling)</p>	SX03213	2	S	<p>Persistent behaviour</p> <p>Affecting the local community</p>	<p>Vulnerable offender</p> <p>Economic difficulties</p> <p>Groomed or Trafficked</p>
<p>Causing or inciting prostitution for financial gain (Section 52)</p>	SX03118	3	E	<p>Coercion or trafficking used</p> <p>Over a long period of time</p> <p>Vulnerable victim</p> <p>Part of an organised group</p>	
<p>Controlling prostitution for gain (Section 53)</p>	SX03119	3	E	<p>Coercion or trafficking used</p> <p>Over a long period of time</p> <p>Vulnerable victim</p> <p>False imprisonment used</p> <p>Part of an organised group</p>	
<p>Paying or promising to pay for sexual services of a prostitute subjected to force (Section 53A)</p>	SX03212	3	S	<p>Violence used</p> <p>Vulnerable victim</p> <p>Repeat behaviour</p> <p>Group action</p>	
<p>Intercourse with a living animal (Section 69 (1) and (3))</p>	SX03134	3	E	<p>Repeat behaviour</p> <p>Group action</p>	<p>Offender was suffering from mental ill health</p> <p>Single event</p>

Sexual penetration of a corpse (Section 70)	SX03137	3	E	Repeat behaviour Group action	Offender was suffering from mental ill health Single event
Sexual intercourse in a public lavatory (Section 71)	SX03180	3	E	Intent for public viewing Location Repeat behaviour Group action Impact on witness	Offender was suffering from mental ill health Single event

Offences under the Protection of Children Act 1978

Take indecent image / pseudo image of child CJS: PK78001 Possess to show indecent image / pseudo image of child CJS:PK78005 Make indecent image / pseudo image of child CJS:PK78008 Distribute indecent image / pseudo image of child CJS: PK78003 (Section 1 Protection of Children Act 1978)	See offence column	4	E	Always refer to CPS
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SPORTING & FOOTBALL EVENTS

Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Breach of the Peace (common law)	COML060	1	S	Violence used Re-occurring behaviour Weapon or other article used Hate related	Non-threatening
Public Nuisance (common law)	COML032	1	S	Re-occurring behaviour	Non-threatening

Offences under the *Sporting Events (Control of Alcohol) Act 1985*

<p>a) Being drunk on a vehicle not a PSV</p> <p>b) On a Coach or Train</p>	<p>a) SP85007</p> <p>b) SP85004</p>	1 or 2	S	<p>Group involvement</p> <p>Risk of escalation</p> <p>Threatening behaviour</p>	Non-threatening
<p>Having intoxicating liquor in his possession whilst on a vehicle. (Section 1&1A)</p>	<p>s.1) SP85003</p> <p>s.1a) SP85006</p>	1 or 2	S	<p>Group involvement</p> <p>Large quantity</p>	Small quantity
<p>Permitting the carriage of intoxicating liquor on a vehicle (committed by a PSV Operator, his servant or agent, or by a person hiring the vehicle, if a hired vehicle, and his servant or agent – also committed by the driver, keeper, servant or agent for the vehicles not PSVs. (Section 1&1A)</p>	SP85002	2	S	Under-age passengers on board	Genuine mistake or misunderstanding
<p>Being in possession of intoxicating liquor or any article in any area during a sporting event from where the event can be directly viewed. (Section 2 & 2A)</p>	SP85008	2	S	<p>In possession of a Weapon, Firework/Flare or Missile.</p> <p>Part of an organised group.</p>	<p>Genuine mistake or misunderstanding</p> <p>Vulnerable offender used to conceal the intoxicating liquor or article.</p>
<p>Being in possession of an article or substance in an area during a sporting event from where the event can be directly viewed. (Section 2& 2A)</p>	SP85010	2	S	<p>In possession of a Weapon, Firework/Flare or Missile.</p> <p>Part of an organised group</p>	<p>Genuine mistake or misunderstanding</p> <p>Vulnerable offender used to conceal the intoxicating liquor or article.</p>
<p>Being in possession of intoxicating liquor or any article whilst entering, or trying to enter, a designated sports ground at any time during the period of the event. (Section 2 & 2A)</p>	SP85012	2	S	<p>In possession of a Weapon, Firework/Flare or Missile.</p> <p>Part of an organised group</p>	<p>Genuine mistake or misunderstanding</p> <p>Vulnerable offender used to conceal the intoxicating liquor or article.</p>

Being in possession of an article or substance whilst entering or trying to enter, a designated sports ground at any time during the period of the event. (Section 2& 2A)	SP85016	2	S	In possession of a Weapon, Firework/Flare or Missile. Part of an organised group	Genuine mistake or misunderstanding Vulnerable offender used to conceal the intoxicating liquor or article.
Being drunk in a designated sports ground during the period of the event. (Section 2)	SP85017	2	S	Group involvement Risk of escalation Threatening behaviour	Non-threatening
Being drunk whilst entering, or trying to enter, a designated sports ground during the period of an event. (Section 2)	SP85019	2	S	Group involvement Risk of escalation Threatening behaviour	Non-threatening
Throwing objects at a designated football match: a) At or towards the playing area b) Or any area adjacent to the playing area to which spectators are not permitted c) Throw missile at Spectators area (Section 2)	a) FO91001 b) FO91002 c) FO91005	2	S	Throwing of a Firework/Flare or Missile Part of an organised group/ premediated Offender was the ringleader	Provocation from victim or victims group which resulted in the offender acting impulsively Vulnerable offender used to carry out the offence
Engaging or taking part in indecent or racist chanting at a designated football match. (Section 3)	FO91003	2	S	Offender was the ringleader Chanting for a pro-longed period	Provocation from victim or victims group which resulted in the offender acting impulsively Vulnerable offender influenced to carry out the offence
a) Going onto the play area where spectators are not generally permitted or b) Going onto any area adjacent to the play area where spectators are not permitted without lawful authority or reasonable excuse (Section 4)	a) FO91004 b) FO91006	2	S	Offender was the ringleader	Vulnerable offender influenced to carry out the offence. Minimal disturbance

Sale of tickets by unauthorised person; A) sell a ticket for a designated match. B) otherwise to dispose of such a ticket to another person. (Section 166)	CJ94039	2	S	Part of an organised group Targeting vulnerable victims	Genuine mistake or misunderstanding
THEFT / FRAUD					
Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Robbery Assault with Intent to Rob	s8(1) TH68023 s8(2) TH68025	4	I	Always refer to CPS	
Theft (from a shop)	TH68010	2	E	Planned Sophistication Organised team Value over £200 Unrecovered property of considerable value Adult involving children Significant related damage	Theft for reasons of poverty/personal need Coercion from others in group in reluctant offender Value less than £100
Theft (other)	TTH68020	2	E	Planned Sophistication Organised team Value over £200 Unrecovered property of considerable value Adult involving children Significant related damage	Theft for reasons of poverty/personal need Coercion from others in group in reluctant offender Value less than £100

Going equipped to steal	TH68078 (equipped for theft - not vehicle) TH68081 (equipped for burglary)	2	E	Organised team Adult involving children	Coercion from others
Possession of articles for use in frauds (s6 of the Fraud Act 2006)	FA06004	3	E	Sophisticated	Poor quality
Making / supplying articles for use in frauds (S 7 of the Fraud Act 2006)	FA06005	3	E	Sophisticated	Poor quality
Handling stolen property	TH68073	3	E	Property stolen to order Professional receiver Coercing children Property of high value	Received under pressure from another Very low value
Abstracting electricity	TH68058	2	E	Special equipment High usage Prolonged period Commercial gain such as cannabis farms	Poverty / personal need Coercion by others
Fraud by false representation Section 1 and 2 Fraud Act 2006	FA06001	3	E	Sophistication Two or more involved Committed over lengthy period Unrecovered property of considerable value Value £200+ approx	Poverty / personal need Coercion from others in group in reluctant offender Value £100 or less
Fraud by failing to disclose information (Sections 1 and 3 of the Fraud Act 2006)	FA06002	3	E	Sophistication Organised team Unrecovered property of considerable value Value £200+ (approx)	Poverty / personal need Coercion from others in group in reluctant offender Value £100 or less

Fraud by abuse of position (Sections 1 and 4 of the Fraud Act 2006)	FA06003	3	E	Sophistication Organised team Unrecovered property of considerable value Value £200+ (approx.)	Poverty / personal need Coercion from others in group in reluctant offender Value £100 or less
False Accounting	TH68061	3	E	Sophistication Value £200+ (approx.)	Value £100 or less
Blackmail	TH68071 (Blackmail) TH68071A (Attempt)	4	I	Always refer to CPS	
Taking vehicle without consent (TWOC)	TH68050	3	S	Premeditated Group action Organised team Commercial basis (stole to order) Causes damage to vehicle or other property Excessive speed to avoid apprehension Evidence of drugs/alcohol	Taking from family member The taking is a technical offence Employee using outside working hours Keys left in vehicle
Allowing self to be carried in vehicle taken without owner's consent	TH68054	3	S	Premeditated Group action Organised team Commercial basis (stole to order) Causes damage to vehicle or other property Excessive speed to avoid apprehension Evidence of drugs/alcohol	Misunderstanding with owner Technical offence Keys left in vehicle Employee using outside working hours
Aggravated Vehicle Taking where owing to the Driving of the Vehicle, an Accident occurred causing injury to any person	TH68142	4	E		The taking is a technical offence Injured is member of drivers family
Aggravated vehicle taking where: a) Damage to any Property other than the vehicle b) Damage was caused to the vehicle c) The vehicle was driven Dangerously on a road or other Public Place (Section 1 Aggravated Vehicle Taking Act 1992)	See PNLD for specific offence types/codes	3	E or S depending on section	Competitive driving or racing Drives furiously/recklessly to avoid apprehension/detection Excessive speed Evidence of drugs/ alcohol Disregards warnings from passengers or others Premeditated Group action Evidence of alcohol or drugs Serious risk	Minor damage The taking is a technical offence Damage to own family property

Tampering with Motor Vehicle (S.25 RTA 1988)	RT88045	2	S	Potential or actual danger intended	
Interference with Vehicle (S.9 Criminal Attempts Act 1981)	CA81001	2	S	Damage to vehicle	
Making Off Without Payment (Section 3 Theft Act 1978)	TH78011	2	E	Deliberate plan Two or more involved Large amount involved	Small amount involved
WASTING POLICE TIME					
Offence	CJS code	Gravity Score	Offence Type	Aggravating Factors	Mitigating Factors
Wasting Police time	CL67008	2	S	Detention of innocent person Substantial time wasted	Early retraction and remorse Innocent prank

Appendix A:

Minor Traffic Offences are dealt with via fixed penalty notice or court, and not suitable for an out of court disposal. Please refer to PNLD for further guidance.

Regarding traffic offences not classed as minor, these cannot be dealt with by way of an out of court disposal and must be referred to the magistrates court or CPS, as directed, please see below:

OFFENCES COMMITTED UNDER THE ROAD TRAFFIC ACT 1988			
Aid / abet the causing of serious injury by dangerous driving CJS – RT88526B	4	E	Refer to Magistrates – obligatory endorsement 3-11 Penalty Points
Aid abet counsel procure the causing of death by driving a vehicle – driver unlicensed / uninsured CJS – RT88565B	4	E	Refer to Magistrates – obligatory endorsement 3-11 Penalty Points
Aid, abet, counsel and procure the failure to stop a motor vehicle after a road accident CJS – RT88218B	4	S	Refer to Magistrates – obligatory endorsement 5-10 Penalty Points
Aid / abet dangerous driving CJS – RT88026B	4	E	Refer to Magistrates – obligatory endorsement 10 Penalty Points
Aid/abet driving a motor vehicle whilst disqualified CJS – RT88333B	4	S	Refer to Magistrates – obligatory endorsement 6 Penalty Points
Aid / abet driving of a motor vehicle on a road / public place when alcohol level above the prescribed limit CJS – RT88007B	4	S	Refer to Magistrates – obligatory disqualification and endorsement
Aid abet the driving of a motor vehicle with a proportion of a specified controlled drug above specified limit CJS – RT88584B	4	S	Refer to Magistrates – obligatory disqualification and endorsement
Attempt to drive a motor vehicle with a proportion of a specified controlled drug above the specified limit CJS – RT88586	4	S	Refer to Magistrates – obligatory disqualification and endorsement
Attempt to drive motor vehicle – alcohol level above limit CJS – RT88326	4	S	Refer to Magistrates – obligatory disqualification

Attempt to drive vehicle whilst unfit through drink CJS – RT88343	4	S	Refer to Magistrates – obligatory disqualification and endorsement
Attempt to drive vehicle whilst unfit through drugs CJS – RT88344	4	S	Refer to Magistrates – obligatory disqualification and endorsement
Cause bodily harm by wanton / furious driving CJS – OF61089	4	I	Always refer to the CPS
Cause death by dangerous driving CJS – RT88500	4	I	Always refer to the CPS
Cause death by due care while over prescribed limit CJS – RT88501	4	I	Always refer to the CPS
Cause death by driving without due care and attention / reasonable consideration while unfit through drink CJS – RT88554	4	I	Always refer to the CPS
Cause death by driving without due care / consideration while over specified limit – specified controlled drug CJS – RT88527	4	I	Always refer to the CPS
Cause death by driving without due care / consideration while unfit through drugs CJS – RT88583	4	I	Always refer to the CPS
Cause death by due care and fail to provide specimen CJS – RT88502	4	I	Always refer to the CPS
Cause death by careless / inconsiderate driving CJS – RT88564	4	E	Refer to Magistrates – obligatory endorsement 3-11 Penalty Points
Cause death by driving a vehicle – driver unlicensed / uninsured CJS – RT88565	4	E	Refer to Magistrates – obligatory endorsement 3-11 Penalty Points
Cause death by driving whilst disqualified CJS – RT88530	4	I	Always refer to the CPS
Cause serious injury by dangerous driving CJS – RT88526	4	E	Refer to Magistrates – obligatory disqualification and endorsement
Cause serious injury by driving whilst disqualified CJS – RT88531	4	E	Refer to Magistrates – obligatory disqualification and endorsement

Conspire to cause serious injury by dangerous driving CJS – RT88526C	4	I	Always refer to the CPS
Drive whilst disqualified CJS – RT88333	4	S	Refer to Magistrates – obligatory endorsement 6 Penalty Points
Drive a motor vehicle dangerously CJS – RT88026	4	E	Refer to Magistrates – obligatory disqualification and endorsement
Drive / attempt to drive vehicle and fail to allow blood specimen taken while incapable of giving consent to be analysed CJS – RT88652	4	S	Refer to Magistrates – obligatory disqualification and endorsement
Drive motor vehicle when alcohol level above limit CJS – RT88007	4	S	Refer to Magistrates – obligatory disqualification and endorsement.
Drive whilst unfit through drink CJS – RT88339	4	S	Refer to Magistrates – obligatory disqualification and endorsement.
Drive whilst unfit through drugs CJS – RT88340	4	S	Refer to Magistrates – obligatory disqualification and endorsement.
Driver of a vehicle involved in a road accident fail to report that accident CJS – RT88220	4	S	Refer to Magistrates – obligatory endorsement 5-10 Penalty Points
Driver of a vehicle fail to stop after a road accident CJS – RT88218	4	S	Refer to Magistrates – obligatory endorsement 5-10 Penalty Points
Driver of a vehicle fail to stop after road accident – give name and address of self and owner / vehicle details CJS – RT88221	4	S	Refer to Magistrates – obligatory endorsement 5-10 Penalty Points
Fail to provide specimen for analysis – vehicle driver CJS – RT88011	4	S	Refer to Magistrates – obligatory endorsement 5-10 Penalty Points
Fail to provide specimen – person in charge of vehicle CJS – RT88011	4	S	Refer to Magistrates – obligatory endorsement 5-10 Penalty Points
Fail to give permission for a laboratory test on a blood specimen having caused a death CJS – RT88579	4	I	Always refer to the CPS

Section 5

Amendments:

July 2024 - v2.0 – CE79350 Importation of Weapons offence added to Offences Table

Oct 2024 – v3.0 – Page 3 has one correction – Changed text from Community Caution to Conditional Caution.

July 2025 – V4.0 – CPS link to the updated Assaults on Emergency Workers guidance/MOU added (page 17) & text removed from PL96001 (page 18).