HM Prison &
Probation Service

ems
Electronic
Monitoring
Services

# LOCATION MONITORING: GUIDE TO DEFINING ZONES

This is a best practice guide to defining zones. It applies where the zone is defined using words or by drawing a map. All zones must be necessary and proportionate to the individual and the offence. Please follow this guide so that zones can be monitored effectively, are easy for subjects to understand and where relevant, support victims.
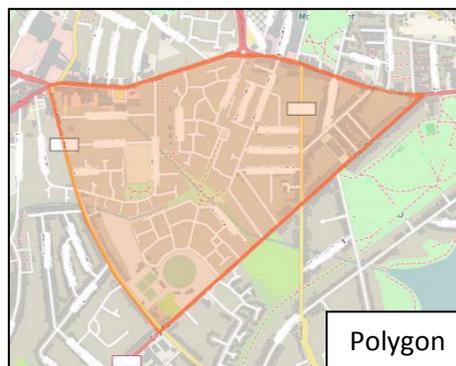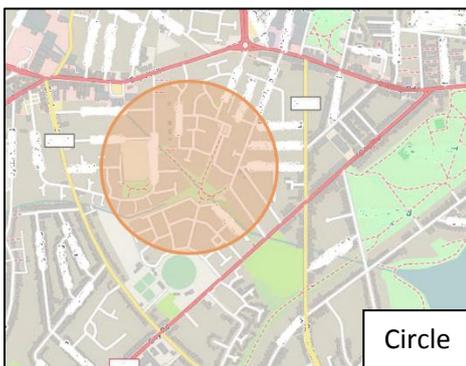
When EMS receive zone information from you, they either have to copy the map you have drawn onto their system, or draw a map based on your written description. If zones are not defined clearly or lack key information such as zone timings, EMS will have to seek clarification from you, which will delay the implementation of monitoring. Following the best practice guide will help minimise delays. If you need any support, please **call EMS** on **0800 137 291.**

## ENSURING EFFECTIVE MONITORING

### Choosing the right shape:
**Polygons** detailing specific roads and boundaries are preferable to **circles**, as they are easier for subjects to understand and comply with. Multiple zones may also be used, to cover more than one area.

- Note: In rural locations where there are no roads nearby the excluded area, circles may be more suitable. (i.e. "the subject may not travel within a 1 mile radius of this address").



Circle



Polygon

### Using clear boundaries:
When using a road as a boundary on a **map**, make sure that a zone boundary is set consistently on one side of the road. (see example below). This may mean that a boundary line is drawn through houses rather than along the road itself.

In this map, the subject believed that they were allowed to walk along the road in the bottom of the map, and triggered multiple breaches. This was a result of poor map drawing, since it was unclear if the road was in or out of the exclusion zone.

Instead, map-makers should be clear about whether roads are included or excluded, to avoid any confusion.

**ENCOURAGING COMPLIANCE**

**Ease of understanding:**
Where it is not possible to draw a map, care should be taken to clarify written instructions so that:
- Roads defining the exclusion boundaries **join up**, to create an enclosed zone.
- It is made clear whether any boundaries are *included* or *excluded* in the zone (i.e. whether a subject would be permitted to walk along this road, or only the roads on one side of it).
- Instructions are as **specific** as possible.
    o Writing zones such as 'the subject is excluded from entering the city centre' does not provide sufficient detail, as 'city centre' boundaries could be interpreted in different ways. Instead, specify which roads or physical boundaries mark the edges of this zone. Landmarks such as ring roads are often useful in these instances.

**Transport corridors**:
Some subjects may need to travel **through** exclusion zones en route to work or family commitments etc. Transport corridors allow the subject to move through defined routes at particular times. A typical corridor would permit, for example, that 'the subject may travel via X road between the hours of 8-9am and 5-6pm, from Monday to Friday'.

**Monitoring attendance:**

If a zone is intended to monitor attendance, it should be drawn to a smaller scale that only covers the address they are expected at. This ensures that the tag only records their presence once they are in the building.

Those recommending attendance monitoring must provide full details to enable monitoring including dates, times and locations.

**PROTECTING THE VICTIM OR WITNESS**

**Radius of zone:**
If a zone is intended to protect a victim, it should be large enough to reduce the risk of casual contact with the subject.

**Sensitive locations**:
In some cases, an exclusion zone will be designed to prevent a subject going near an address that needs to remain **undisclosed** to them (e.g. a refuge, or the house of foster children). Recommenders and decision makers should take care to avoid encircling these locations in a way that suggests the protected address can evidently be found in the centre of the zone.

For further assistance, call EMS on 0800 137 291.