



**WATFORD
BOROUGH
COUNCIL**

COMMUNITY SAFETY PARTNERSHIP TASK GROUP

24 July 2018

6.30 pm

Town Hall

Contact

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For information about attending meetings please visit the [council's website](#).

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Committee Membership

Councillor K Crout (Chair)

Councillors J Dhindsa, K Hastrick, R Martins, B Mauthoor, M Mills and G Saffery

Agenda

Part A - Open to the Public

1. Apologies for Absence

2. Disclosure of interests

3. Minutes

The [minutes](#) of the meeting held on 15 March 2018 to be submitted and signed.

4. Overview of the annual CSP plan and an update on progress (Pages 3 - 10)

The Community Safety Coordinator to advise the task group on how the community safety partnership plan has evolved and to provide an update on progress.

5. Work programme (Pages 11 - 17)

A report of the Committee and Scrutiny Support Officer asking the Task Group to consider the work programme for 2018/19 and agree topics for future meetings.

MANAGING CHANGE AND PROTECTING OUR TOWN

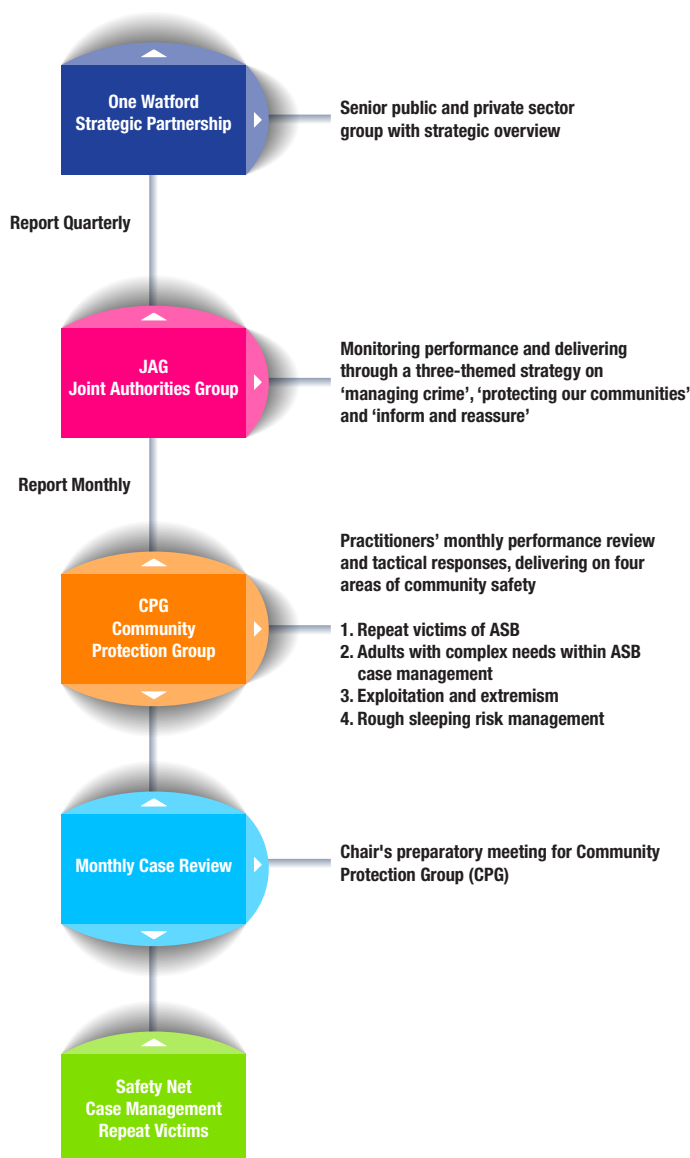
THE COMMUNITY SAFETY PARTNERSHIP (CSP)



The CSP is a three-tier organisation. At its head is One Watford, the strategic partnership's chief officer group, which meets bi-annually to agree and monitor the delivery of the strategic objectives for community safety.

The Joint authorities group (JAG) is tasked with delivering on the agreed strategic priorities. The strategic priorities are managed through three distinct, interlocking themes. The JAG reviews the local crime profile under the title of 'updating crime'. From this they identify and meet any specific emerging issues under the theme of 'protecting our communities from harm'. This partnership work is publicised through the third theme of 'reassure and inform'.

Watford Community Safety Partnership reporting structure



A major part of the delivery of these plans is the work undertaken by the Community Protection Group (CPG).

This document centres on the working practices of that group, and is also the group's terms of reference.

UNDERSTANDING WATFORD

Watford is a thriving town, located some 15 miles north of central London, with a population currently estimated at just fewer than 100,000.

The town is not only home to a young and growing population, it is also a destination for around half a million people within 20 minutes travelling time, who use the town as the shopping, transport, and entertainment hub of the county.

Watford is the fifth most connected town in Britain and soon, with the addition of the Metropolitan Line Extension, accessing Watford using one of its four train stations will be even easier.



Major new development for the town means it is changing dramatically, with a new shopping and entertainment centre, a new road and more rail infrastructure, as well as a new housing estate and hospital complex. The town already has a bustling day and night-time economy, which will all be enhanced by these new developments.

One of the major effects of all these rapid changes will be increased population. Watford is already the most densely populated non-metropolitan borough in the country. This also entails increasing diversity across the borough.

At the last census (2011), the non-white British population made up 38% of residents. The borough has a growing Eastern European community, as well as an existing second and third generation Asian population. More recent data and information indicates that this level of diversity is likely to increase.

Hertfordshire County Council's 2015 school census shows that around 150 languages are spoken by Watford children within the school system. National Insurance registrations up to September 2015 show that Watford has a high number of EU2 (Bulgaria and Romania) registrations.

Watford also has the highest National Insurance registrations from south Asia in Hertfordshire. Over the years, Watford has benefited from good community relations. However, the CSP is aware that protecting this diverse, changing population is critical to keeping our community safe and healthy.

The Community Protection Group (CPG) is a monthly partnership meeting. It draws together expert analysis and multi-agency solutions to manage emerging risks and issues facing individuals and the wider community.

The CPG traces its routes, membership, and methodology back to the Anti-Social Behaviour Action Group (ASBAG), whose previous sole focus was the case management of Anti-Social Behaviour (ASB).

The methodology for dealing with ASB risks has been transferred to manage wider community risks. These are evaluated using the Police's standardised risk matrix, which assesses increasing risks and the threat of repeat victimisation and vulnerability. It is measured by a number of set factors and is a key part of the Safety Net (SN).

By reviewing the detailed assessment and its totalised rating, high risk cases are attended to by dealing with the motivating/aggravating factors. Once these are identified, they are then broken down into specific tasks for the relevant officers in the CPG.

The risk is reviewed within two weeks of the case creation, with an expectation that the risk will have dropped within a month. If the risk is escalated, it will be identified and referred to the correct specialist within the CPG, to enable more targeted partnership work to tackle it.

Using the SN system proved so successful that from April 2010 to April 2014, there was over a 40% reduction in reported ASB across the borough. This dramatic reduction fed into the wider county picture, which saw Hertfordshire become recognised as one of the top three counties in Britain for dealing with repeat victims of ASB /low level crime.

In autumn 2014, it was decided that emerging community safety issues also needed a partnership approach at a tactical level. For this, there was capacity to remodel ASBAG.

In March 2015, One Watford agreed a plan to convert ASBAG into CPG, dealing with the following emerging issues under the banner of 'Protecting Our Communities'.

CPG would, therefore, set out to tackle four themes:

1. ASB, focusing on those cases where there was a repeat victim, and risk around vulnerabilities of individuals.
2. Intervene, supporting those adults with complex needs, as both victims and perpetrators of crime and ASB. This is by direct referral to the Community Mental Health Team (CMHT), who would be permanent members of CPG.
3. Challenge those engaged in exploitation or extremism.
4. Monitor the most vulnerable sleeping rough within the borough, seeking to reduce that number by engaging with them and providing support to move into regular accommodation.

On 18 May, the first CPG meeting took place. Its performance review happens through the Community Protection Plan, included in the appendix and updated monthly at JAG. Its findings are reported quarterly to One Watford.

MEMBERSHIP AND METHODOLOGY

As stated, CPG is formed from the same case management and attendees list as ASBAG. Membership is based on the dual approach of those with the power to intervene and offer a support package to create change and reduce the need for enforcement.

However, where there is an increasing risk of ASB escalating, intervention will become the main focus.

To enable a proportionate response to situations, an information sharing protocol (ISP) is required, which all members must be signed up to. Requests are dealt with by the chair and the Police ASB Coordinator (inset ISP doc) on a one-to-one basis, in line with the conditions of the ISP (which relate to the eight data principles). For those occasionally attending CPG in a specialist capacity, a confidentiality clause is read out. All attendees, whether signed-up to the ISP or not, sign this document at the beginning of every meeting. This also provides the attendees list for the formal minutes, which are produced and circulated one week before each CPG.

The aim of CPG is to undertake a monthly performance review of open SN cases and meet emerging issues with the appropriate case management plans. It also disseminates information about the four themes and takes referrals on the same subject.

THE FOUR THEMES

Repeat victims and those with complex needs.

A risk assessment is always undertaken and recorded within Safety Net (SN) when CPG is managing an emerging case of repeat victimisation, complex needs, or possible exploitation. CPG agrees how cases are managed, with a monthly timeline and actions put in place to tackle the issue. Outcomes are clearly arrived at, with either:

- a de-escalation of the ASB followed by monitoring for a further month, ideally leading to closure of a case
or
- more intensive support/intervention until de-escalation has occurred due to the complexity of the case or new offences being committed.

Cases where mental health is a factor pose the biggest threat of escalation and further victimisation, so it is crucial that the CMHT are advised as soon as possible, either taking the lead or providing clinical direction for further intervention.

Where a case has not been resolved, the victim may call for a review. This formal request process is part of the ASB Act 2014 and is called the Community Trigger.



CPG is responsible for reviewing all Community Triggers and responding to the complaint formally, ensuring the process is accurate and accountable.

EXPLOITATION AND EXTREMISM

CPG is tasked with reducing the impact of exploitation and extremism by information sharing around vulnerabilities identified to both the individual and wider community. The group looks to seek support for the victims by identifying the appropriate agency to do this. The CPG collects information on behalf of the Channel panel. For further information on the Prevent agenda, please see the WBC website and click on the lets talk about it the 'LTAI' link.

CHILD SEXUAL EXPLOITATION (CSE)

Following the Rotherham report, work has been undertaken to improve cross service communication and reporting. In line with the 'hear something, say something' Police campaign, CPG has delivered training to partners and councillors. CPG works with operation HALO to prevent CSE. See the WBC web site for further information.

PACT OF ROUGH SLEEPING WITHIN THE BOROUGH

CPG holds rough sleeping (RS) meetings at the end of normal business. For data protection and human rights reasons, the meeting is held in private and only members of the police and council, and support workers directly involved in the individual's case history, are present.

The aim of this smaller working group is to reduce risk factors around the most vulnerable and to engage with the hard-to-reach. A further aim is to help those in need to access New Hope's services. New Hope, the borough's specialists on rough sleeping, leads this part of the meeting, setting the sub agenda and identifying the most high risk cases for discussion.

Currently RS do not automatically go onto SN, primarily because of data protection. However, we are looking to address this, as full access to histories would provide additional and up-to-date information on what are often the chaotic lifestyles of rough sleepers.

newhope.org.uk



WATFORD
BOROUGH
COUNCIL

*PART A

Report to: Community Safety Partnership Task Group
Date of meeting: 24 July 2018
Report of: Committee and Scrutiny Support Officer
Title: Work programme for 2018/19

1.0 **Summary**

1.1 This report asks the Panel to consider the work programme for 2018/19 and agree topics for future meetings.

2.0 **Risks**

2.1	Nature of Risk	Consequence	Suggested Control Measures	Response <i>(Treat, tolerate, terminate, transfer)</i>	Risk Rating (the combination of severity and likelihood)
	If no work programme is agreed the panel would not be able to carry out its statutory scrutiny function of the local community safety partnership (CSP) effectively.	Lack of effective scrutiny oversight of the CSP.	Encourage councillors to consider issues for scrutiny.	Treat.	2

3.0 **Recommendations**

3.1 To agree a work programme for the task group in 2018/19.

Contact Officer:

For further information on this report please contact: Alan Garside, Committee and Scrutiny Support Officer

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Report approved by: Head of Democracy and Governance

3.0 **Detailed proposal**

3.1 The task group's remit is to scrutinise the work of the local community safety partnership. The terms of reference are attached as appendix 1 to this report. There are three scheduled meetings in 2018/19 and the dates are set out in the work programme, attached at appendix 2.

3.2 At every meeting, the task group will receive an update on progress in relation to the annual community safety partnership plan - and with a look forward also at the last meeting in the municipal year. These items have been scheduled into the work programme.

3.3 For the remaining items to be agreed, the panel is asked to identify topics/themes they wish to examine to assist the work of the partnership at a strategic level, and to consider which partners could be invited to provide information where necessary. Following discussions, recommendations can be made to the CSP where appropriate; such as in relation to performance against the relevant partnership priorities.

3.4 The panel will have the opportunity to review the work programme at meetings and to make amendments where appropriate.

4.0 **Implications**

4.1 **Financial**

4.1.1 The Head of Finance comments that there are no financial implications.

4.2 **Legal Issues** (Monitoring Officer)

4.2.1 The Head of Democracy and Governance comments that there are no legal implications in this report.

Appendices

Appendix 1 – Outsourced Services Scrutiny Panel terms of reference

Appendix 2 - Draft work programme 2018/19

Background Papers

No papers were used in the preparation of this report.

File Reference

None.

Watford Borough Council Community Safety Partnership Task Group

Terms of Reference

The Council's designated crime and disorder committee under Section 19(1) of the Police and Justice Act 2006 is the Community Safety Partnership (CSP) Task Group - that reports to the Overview and Scrutiny Committee.

The function and terms of reference of the group are as follows:

1. To act as a 'critical friend' of the CSP, providing it with constructive assessments at a strategic level rather than examining the working of individual partners at an operational level.
2. To comprise a maximum of 7 councillors, agreed by Overview and Scrutiny Committee.
3. The Chair to be a member of the Overview and Scrutiny Committee having been appointed by that Committee.
4. To scrutinise the work of the One Watford CSP (including the CSP's strategic assessment and partnership plan) and the partners who comprise it; insofar as their activities relate to the partnership itself.
5. To review and comment on the CSP annual priorities including the risk register.
6. To develop and maintain an annual work programme of topics/themes for scrutiny – with performance against the partnership plan considered as the potential benchmark for a selected topic.
7. To access and assess appropriate information held by the council.
8. To request the attendance of appropriate responsible/cooperating authorities and other CSP partners to task group meetings to assist with the scrutiny process. Where possible, **at least 4 weeks notice** will be given requesting attendance.
9. To make reports and/or recommendations (through the Overview and Scrutiny Committee) to the CSP and relevant responsible/cooperating authorities - and consulting with the CSP prior to publication. *(And as required by the legislation, responsible/cooperating authorities must respond to the relevant recommendations within 28 days of receipt).*
10. To monitor, as appropriate, progress in implementing any recommendations.
11. To prepare an annual report for Full Council through the Overview and Scrutiny Committee.

**Community Safety Partnership Task Group
Draft work programme 2018/19**

Appendix 2

Chair: Councillor K Crout (Chair)

Councillors J Dhindsa, K Hastrick, R Martins, M Mills and G Saffery

Date of meeting	Item for agenda	Purpose/outcomes	Sources of evidence/witnesses	Officer
24 July 2018 6.30 p.m.	Overview of the annual CSP Plan and an update on progress.	To advise the task group how the CSP plan has evolved and to provide an update on progress. Task group to make recommendations to the CSP where appropriate.	Presentation by the Community Safety Coordinator and data from the CSP Protecting our Communities and Managing Crime Plan.	Community Safety Coordinator.
	Work programme.	To agree a work programme for 2018/19.	Draft work programme. Terms of reference. Overview of CSP structure.	Committee and Scrutiny Support Officer and Community Safety Coordinator.

Date of meeting	Item for agenda	Purpose/outcomes	Sources of evidence/witnesses	Officer
05 November 2018 6.30 p.m.	TBC.	Task group to make recommendations to the CSP where appropriate.		
	Progress with the annual CSP plan.	To update the task group on progress with the plan. Make recommendations where appropriate.	CSP Protecting our Communities and Managing Crime plan.	Community Safety Coordinator.
	Work programme.	To consider whether any amendments are necessary to the work programme.	Work programme.	Committee and Scrutiny Support officer.
13 March 2019 6.30 p.m.	TBC.	Task group to make recommendations to the CSP where appropriate.		
	To update the task group on the closing developments with the plan.	CSP Protecting our Communities and Managing Crime plan. Make recommendations where appropriate.	Community Safety Coordinator.	

Date of meeting	Item for agenda	Purpose/outcomes	Sources of evidence/witnesses	Officer
	CSP Priorities for 2019/2020	To inform the task group on work proposed by the CSP for 2019/20. Make recommendations where appropriate.	Annual strategic assessment and risk register (Part B items).	Community safety Coordinator.

Potential topics/themes for meetings (November and March)

- Street homelessness (including street drinking and begging).
- Case management of mental health.
- Youth related crime.
- Child Exploitation.
- Tackling acquisitive crime.