



Safer City Partnership Strategy Group

Date: FRIDAY, 23 SEPTEMBER 2016
Time: 2.00 pm
Venue: COMMITTEE ROOM - 2ND FLOOR WEST WING, GUILDHALL

Members: Deputy Douglas Barrow (Chairman)
Peter Lisley (Deputy Chairman)
Peter Dunphy
Ade Adetosoye
Jon Averbs
John Simpson, London Fire Brigade
Kate Cinamon, Probation Service
Bob Benton, Business Representative
Jocelyn Griffith, City of London Magistrates Court
Richard Woolford, City of London Police
Don Randall, City of London Crime Prevention Programme
Mark Scott, NHS City and Hackney CCG
Lucy Sandford, Partnership for Young London (Voluntary Sector)
Graham Littlewood, Guinness Partnership
Vacancy, British Transport Police

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Lunch will be served in the Guildhall Club at 1pm

John Barradell
Town Clerk and Chief Executive

AGENDA

1. **APOLOGIES**

2. **DECLARATIONS OF INTEREST**

3. **MINUTES**

To agree the minutes of the meeting held on 6 June 2016.

For Decision
(Pages 1 - 8)

4. **OUTSTANDING ACTIONS**

Report of the Town Clerk.

For Information
(Pages 9 - 10)

5. **LONDON FIRE BRIGADE UPDATE**

Report of the Borough Commander, London Fire Brigade

For Information
(Pages 11 - 14)

6. **COMMUNITY SAFETY TEAM UPDATE**

Report of the Community Safety Team Manager.

For Information
(Pages 15 - 22)

7. **CITY OF LONDON POLICE UPDATE**

Report of the City of London Police

For Information
(Pages 23 - 40)

8. **PUBLIC PROTECTION SERVICE (ENVIRONMENTAL HEALTH, LICENSING AND TRADING STANDARDS) UPDATE**

Report of the Director of Markets and Consumer Protection.

For Information
(Pages 41 - 50)

9. **HEALTH AND WELLBEING UPDATE - TO FOLLOW**

Report of the Director of Community & Children's Services – To Follow.

10. **DOMESTIC ABUSE FORUM QUARTERLY UPDATE**
Report of the Director of Community and Children's Services.

For Information
(Pages 51 - 54)

11. **CASE REVIEW**
Report of the Community Safety Manager.

For Decision
(Pages 55 - 76)

12. **ONE SAFE CITY PRESENTATION**
The One Safe City Programme Manager to be heard.

For Information

13. **TACKLING VIOLENT CRIME**
The City of London Police to be heard.

For Information

14. **ANY OTHER BUSINESS**

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SAFER CITY PARTNERSHIP STRATEGY GROUP

Monday, 6 June 2016

Minutes of the meeting of the Safer City Partnership Strategy Group held at Guildhall on Monday, 6 June 2016 at 11.00 am

Present

Members:

Peter Lisley (Deputy Chairman) - Assistant Town Clerk
Ade Adetosoye - Director of Community and Children's Services
Jon Averbs - Port Health and Public Protection Director
John Simpson - London Fire Brigade
Bob Benton - City Business Representative
Barbara Gough - Barbican Resident
Peter Dunphy - Chairman of the Licensing Committee
Mark Scott – NHS, City and Hackney CCG
Lucy Sandford – Voluntary Sector

In Attendance:

Marianne Fredericks - Deputy Chairman of the Licensing Committee

Officers:

Alex Orme - Town Clerk's Department
David MacKintosh - Town Clerk's Department
Inspector Hector McKoy - City of London Police
Chris Pelham - Community and Children's Services
Craig Spencer - Town Clerk's Department
Jacquie Campbell - Community and Children's Services Department
Tirza Keller - Community and Children's Services Department
Julie Mayer - Town Clerk's Department

1. APOLOGIES

Apologies were received from Doug Barrow (the Deputy Chairman, Peter Lisley was in the Chair), Kate Cinamon, Don Randall and Richard Woolford.

2. DECLARATIONS OF INTEREST

There were no declarations.

3. MINUTES

The minutes of the previous meeting were approved, subject to an amendment recording Lucy Sandford (Voluntary Sector) as having been present.

4. OUTSTANDING ACTIONS

The Committee received its outstanding actions list and noted the following:

Nut sellers

The Port Health and Public Protection Director advised that an individual had been apprehended the previous weekend and their cart confiscated. Members were concerned about a perceived lack of hygiene and use of unsafe equipment and officers advised that perpetrators could be injuncted against returning, as had been the case with ice cream vans. Members noted that Consumer Protection officers were working with the City of London Police and would provide a further update at the next meeting.

Noise Nuisance from the Tube

The Deputy Chairman of the Licensing Committee had met with the Transport Commissioner in May, who agreed to engage fully with Members and residents and asked for any further issues to be flagged as soon as possible. The Barbican Resident Member advised that there had been no noise reduction since the last meeting. The Port Health and Public Protection Director had also raised the matter with the Chairman of Port Health and Members agreed that a solution was timely, given the introduction of late night tube services. The Deputy Chairman of Licensing was thanked for her intervention in this matter.

5. **SAFER CITY PARTNERSHIP STRATEGIC PLAN**

Members received the Safer City Partnership Strategic Plan and noted that the headlines agreed last year had now been fleshed out and aligned with partners' various activities.

During the discussion on the plan, the following points were raised:

- The Plan would be updated annually, to align with the Policing Plan and with a focus on crimes against the person.
- There were plans underway, as usual, for the Festive Season.
- There were concerns expressed about the rise in cyber and internet dating crimes, particularly in light of the recent high profile case which been heard at the Central Criminal Court. The Licensing Team had been working with local hotels about being extra vigilant and it was suggested that licensed premises be encouraged to do likewise; i.e. a sign in the ladies' toilets; *'if you need to leave quickly, please use XX exit and call the following number for a cab'*. Given that one of the licensing objectives promoted personal safety, it was suggested that this would be easy to introduce.
- The Community Safety Manager advised that a communications strategy aimed at reducing violent and sexual crimes against women and girls was being developed. Members noted that the FGM Strategy would be presented to the next meeting.
- The Community Safety Manager had researched partners' available resources when drafting the Plan. Members noted that the partners' priorities were visible on the new SCP web site.

- Members noted that the new Scrutiny Board was being set up and they would be scrutinising the work of the Safer City Partnership.

RESOLVED, that - the Director of Community and Children's Services and the Community Safety Manager agreed to meet to discuss the capacity to meet the Strategic Plan's objectives and identify any funding gaps.

6. **COMMUNITY SAFETY TEAM UPDATE**

The Committee received an update report of the Community Team Safety Manager.

During the discussion on this item, the following points were raised/noted:

- The Police had found the City Community Multi-Agency Risk Assessment Conference (CCM) very helpful and it saved a lot of police time.
- Members noted that forthcoming events included domestic violence and the Christmas campaign. A list of forthcoming events and campaigns would be provided at future meetings.
- There was some debate about the Safety Thirst campaign and whether it was overly bureaucratic. Furthermore, a lot of the criteria were covered by the Licensing Objectives and therefore it might be perceived as repetitive. Members noted that some work had been done with the larger chains, at area management level, and conducting interviews tested whether the objectives were fully understood and being applied. It was also suggested that the campaign could be aimed at three levels of establishments: late night, small and chains.

The Licensing Officer and the Community Safety Manager agreed to report to the Licensing Committee and the Safer City Partnership in November this year, with proposals to review the Safety Thirst scheme.

RESOLVED, that – the report be noted.

7. **TAXI MARSHALLING SCHEME**

The Committee received a report of the Community Safety Manager in respect of the Taxi Marshalling Scheme. Members noted that the scheme had never been funded by the Safer City Partnership, as contributions had been received from other sources; i.e. Proceeds of Crime (POCA) funding, from the Crime Prevention Association. Therefore Members were not being asked to approve a budget cut.

There was some debate as to whether funding could be provided from the Night-time Levy. Members noted that the Home Office believed that Taxi Marshalling helped to manage the night time economy but there was some debate as to whether cabs were more effective if parked outside late premises, rather than directing patrons away from them, thereby risking noise nuisance and anti-social behaviour. Members also noted that there was no longer a

shortage of cabs coming into the City and therefore it was more difficult to justify continuing the scheme, particularly with in light of the introduction of late running of the central line. Furthermore, there was a considerable increase in the use of apps for booking cabs.

The Police representative advised that their position would always be to support a scheme which assisted with public order and would like to be given the opportunity to comment before a decision was taken. Officers also agreed to approach TfL for assistance.

If the Corporation were to withdraw from the Taxi Marshalling Scheme, it was suggested that a baseline be set to monitor the impact of the withdrawal on the levels of crime in the area.

RESOLVED, that – the Corporation funded element of the Taxi Marshalling Scheme be withdrawn, if alternative sources of funding cannot be identified.

8. SAFEGUARDING (CHILDREN) ANNUAL REPORT

The Committee received a report of the Director of Community and Children's Services, which had been circulated to Members after the last meeting and comments/questions had been invited. The Assistant Director, Community and Children's Services, advised that he had not received any.

In response to question about the next Annual Report, the Assistant Director advised that officers were working with the Police on child sexual exploitation cases and the links to children missing from care, home and education. Members noted that there were no such cases in the City and safeguarding officers continued to work with schools outside of the City which educated City residents' children and looked after children.

RESOLVED, that – the report be noted.

9. LONDON FIRE BRIGADE - END OF YEAR REPORT

The Committee received a verbal update from the London Fire Brigade officer, who was pleased to advise that the Brigade had achieved all of its targets and one stretch target.

Members noted that the City Fire Station had started serving part of Southwark and the Brigade now fell within the Home Office's remit, not the Department of Communities and Local Government. Furthermore, there was a new Chairman of the Fire Authority and very likely to be a new Commissioner. The officer advised that the Home Secretary had made a recent announcement about Fire Brigade targets and a new London Safety Plan was being drafted. Whilst this was unlikely to have any resources implications for the City, the Brigade continued to seek ways of maximising efficiency.

10. CITY OF LONDON POLICE UPDATE

The Committee received a verbal update and tabled report of the City of London Police and noted the following headlines:

- There was an upward trend in reporting violence without injury but a decrease in violent crime.
- Victim based acquisitive crimes were decreasing but the summer months generally saw an increase.
- Given that 1 incident could perpetrate 6 crimes, this tended to distort the figures. Members asked if they could be broken down and presented differently, with narratives.
- Local intelligence had led to raids on 5 addresses, allegedly being used as brothels and 2 arrests had been made. The women involved were being cared for by the appropriate agencies but had not been arrested.
- Members noted that, at the recent City Residents' Meeting, there had been a large number of questions about cyclist offences and behaviours.

The Deputy Chairman asked that, for future meetings, the update report should be provided with the agenda and for the data to be relevant to the objectives of the Safer City Partnership Strategic Plan; i.e. violence against the person. Members also suggested that it would be helpful if the data had some context; i.e. the City's relatively low levels of violent crime but the very high number of cyclists, when compared to other areas.

In concluding, Members asked if they could see a summary of the key findings from the most recent HMIC inspection report.

11. **HOUSING NEIGHBOURHOOD PATROL SERVICE**

The Committee received a report of the Assistant Director, Housing and Neighbourhoods, in respect of the Housing Neighbourhood Patrol Service. The Assistant Director also tabled a contextual appendix to the report.

Members fully endorsed the work of the service, as it represented a key piece of partnership work. Members also agreed that it did not duplicate the work of the police but added value. The Police representative agreed with this position as it saved time spent dealing with low level nuisance.

There was some discussion about the £30,000 shortfall and possible future funding streams. Members noted that POCA had contributed initially and the Police representative agreed to investigate whether they would support a further bid.

RESOLVED, that – the proposal to continue the Neighbourhood Patrol Service for a period of two years, starting 1 August 2016, be endorsed.

12. **HEALTH AND WELLBEING UPDATE**

The Committee received a report of the Director of Community and Children's Services, which provided an overview of local developments related to the work of the Board. Members also received a tabled copy of the Square Mile Performance Indicators and noted that there would be a Commissioning Team Meeting in July to look at underperforming areas.

Members noted the work of the Bridge Pilot (suicide prevention) which had started in January and was supported by the Community Safety Team. Officers advised that they would be submitting an application to the next Planning and Transportation Committee to extend the pilot to all City Bridges. The team had also produced a leaflet and run 2 training sessions on awareness and suicide prevention, which had received very good feedback.

Members noted that training would be provided to Tower Bridge staff next week, along with 'train the trainer' sessions. The Police representative welcomed this initiative as there had been an increase in suicide attempts from London Bridges, as well as from high rise buildings but a lot of the victims were from outside of the City.

The Deputy Chairman asked if future reports could provide headlines relevant to the Safer City Partnership Strategic Plan, in order to avoid duplication with the work of the Health and Wellbeing Board.

RESOLVED, that – the report be noted.

13. **PUBLIC PROTECTION SERVICE (ENVIRONMENTAL HEALTH, LICENSING AND TRADING STANDARDS) UPDATE**

The Committee received an update report of the Director of Markets and Consumer Protection. Members noted that the next report would contain more detailed explanations and breakdowns on noise nuisance and reflect the priorities agreed earlier on the agenda in respect of the Safer City Partnership Strategic Plan.

RESOLVED, that – the report be noted.

14. **PREVENT UPDATE**

The Committee received a report of the Community Safety Manager in respect of recent prevent activity. Members noted the continued support of the City of London Police and good engagement with Higher Education Institutions. Officers were discussing the introduction of a mandatory staff training session with HR and would be improving the mechanism for recording those who had undertaken the training. Given that the Strategy had received some negative publicity, Officers would continue to frame training from a safeguarding perspective.

RESOLVED, that – the report be noted.

15. **DOMESTIC ABUSE FORUM QUARTERLY REPORT**

The Committee received a report of the Director of People (Community and Children's Services) and Members noted the consultation on the name of the Forum. It was suggested that this should reflect the wider issues of emotional abuse, exploitation and coercion. The work of Robin Newman (Domestic Abuse Co-ordinator, Community Safety Team) was highly commended.

RESOLVED, that – the report be noted.

16. **DOMESTIC HOMICIDE REVIEW - UPDATE**

The Committee received a report of the Community Safety Manager in respect of the Domestic Homicide Review, which fell within the remit of the Safer City Partnership Group. Members noted the full report was expected in September this year, dependant on the outcome of the prosecution. The Deputy Chairman reminded Members that this was the first Domestic Homicide Review that the Safer City Partnership had been tasked with and it had demonstrated good information sharing and learning opportunities.

RESOLVED, that – the report be noted.

17. **QUESTIONS RELATING TO THE WORK OF THE COMMITTEE**

There were no questions.

18. **ANY OTHER BUSINESS**

There were no items of urgent business.

The meeting ended at 1 pm.

Chairman

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Safer City Partnership (SCP) Group – Outstanding Actions – August 2016 update

Item	Date added	Action	Officer responsible	Progress Update
1.	3 March 2015	To provide a report on whether the 20MPH zone had improved safety since it was introduced.	City of London Police	A reduction in casualties had not been detected as yet and the Planning and Transportation Committee had been monitoring the situation. The SCP Group would receive a further update in November 2016. The report to be compiled by corporation officers with input from CoLP.
2.	2 March 2016	Future composition of the Committee	David MackIntosh	To be the subject of a report to a future meeting (anticipated September). Community Safety team to investigate the possibility of holding surgeries alongside the relevant ward member to enhance input from residents across the City.
3.	6 June 2016	Action against nut sellers	Jon Averbs	Consumer Protection officers working with the City of London Police - update to be included in the Public Protection update to the September 2016 meeting.
4.	6 June 2016	Safer City Partnership Plan	David MackIntosh	An update on the FGM Strategy to be included in the Community Safety Update to September 2016 meeting.
5.	6 June 2016	Safer City Partnership Plan	David MackIntosh/ Ade Adetosoye	To discuss capacity to meet the Strategic Plan's objectives and identify any funding gaps. To be included in the One Safe City Presentation in September.
6.	6 June 2016	Community Safety Team Update	David MackIntosh	Future meetings to receive a list of forthcoming events and campaigns.
7.	6 June 2016	Safety Thirst Scheme	David MackIntosh/	To report to the Licensing Committee and

Item	Date added	Action	Officer responsible	Progress Update
			Jon Aaverns	SCP in February 2017 with proposals to review the scheme.
8.	6 June 2016	Taxi Marshalling Scheme	David MackIntosh	TfL have been advised that we are no longer funding the scheme. Community Safety leader to provide update on which nights are now unfunded.
9.	6 June 2016	City of London Police Update	City of London Police	Future update reports to be provided with the agenda and data to be relevant to the objectives of the Safer City Partnership Strategic Plan, with context.
10.	6 June 2016	Housing Neighbourhood Patrol Service	City of London Police	To investigate whether POCA would support a further bid.
11.	6 June 2016	Health and Wellbeing Update	Tirza Keller	Future reports to provide headlines relevant to the Safer City Partnership Strategic Plan, in order to avoid duplication with the work of the Health and Wellbeing Board.
12.	6 June 2016	Public Protection Update	Jon Aaverns	Next report to contain more detailed explanations and breakdowns on noise nuisance and reflect the priorities in respect of the Safer City Partnership Strategic Plan.

Safer City Partnership meeting dates for 2016

all dates at 11am (Unless otherwise stated)

6 June 2016

23 September 2016 (2:00pm)

14 November 2016

Safer City Partnership meeting dates for 2017

all dates at 11am

3 February 2017

12 June 2017

15 September 2017

3 November 2017

12 months ending August

Monthly Statistical Bulletin

Short description	Borough	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	2015/16 Total	Year to date actual	Target	Rolling 12 months actual
Primary fires - injuries (excl. prec. checks)	City	0	0	1	0	0	0	0	0	0	0	0	1	1	1	1	2
Arson incidents (all deliberate fires)	City	1	0	1	1	2	0	0	0	0	0	0	1	5	1	0	6
Dwelling fires - all	City	0	0	1	0	1	0	0	1	0	0	0	0	6	1	5	3
All outdoor rubbish fires	City	2	0	1	1	4	1	0	2	1	2	0	4	17	9	12	18
Fires in care homes / sheltered housing	City	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
HFSV by LFB staff - volume	City	50	43	41	31	39	29	48	47	39	51	54	44	495	235	528	516
P1 HFSVs - high risk people/places (%)	City	100%	98%	89%	66%	77%	66%	75%	107%	89%	95%	109%	100%	94%	100%	80%	89%
HFSV - area risk (geographic borough)	City	41	44	38	19	32	28	37	45	38	50	53	43	422	229	246	468
Time spent by station staff on CFS	City	13%	14%	15%	15%	15%	10%	12%	15%	14%	13%	16%	14%	14%	14.4%	12%	13.8%
Non-dom primary fires in RRO properties	City	3	7	6	4	2	3	3	2	5	6	4	5	51	22	44	50
AFAs - buildings that are not dwellings	City	86	77	55	59	61	56	59	72	59	66	58	65	796	320	646	773
Shut in lift releases	City	8	5	11	3	5	5	2	9	4	3	5	7	71	28	67	67

12 months ending August

Monthly Statistical Bulletin

Short description	Borough	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	2015/16 Total	Year to date actual	Rolling 12 months actual	R12 months against 2015/16
All fires attended	City	9	8	10	6	9	7	4	7	8	8	8	13	96	44	97	▲▲
All primary fires	City	4	8	7	5	5	6	4	4	5	6	6	6	71	27	66	▲
All smaller (secondary) fires attended	City	5	0	3	1	4	1	0	3	3	2	2	7	25	17	31	▲
Road vehicle fires - del/unk motive	City	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	▲▲
Grass / open land fires - del/unk motive	City	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	▲▲
Fires in care homes	City	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	▲▲
Fires in sheltered housing	City	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	▲▲

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NORTH EAST AREA / Quarter 1 (1 APR - 30 JUN 16) - Borough Commanders Report

CORPORATE TARGETS Indicator	Description	Boroughs								
		Barking & Dagenham	City	Hackney	Havering	Islington	Newham	Redbridge	Tower Hamlets	Waltham Forest
LI5	Fires in care homes / sheltered housing	2	0	2	2	1	2	1	5	1
LI8i	All non-domestic primary fires in RRO properties	8	11	14	11	11	16	7	24	5
LI9	Fire safety inspections/Audits - all	64	83	159	101	134	218	132	284	128
LI12	False Alarms - AFA's buildings other than dwellings	77	196	167	110	196	132	85	172	134

SERVICE MEASURE Indicator	Description	Boroughs								
		Barking & Dagenham	City	Hackney	Havering	Islington	Newham	Redbridge	Tower Hamlets	Waltham Forest
SM17	No. of Enforcement Notices Issued	0	1	2	1	4	3	2	19	2
SM11iv	No. of Prohibition/Restriction Notices served (Art 31)	0	0	0	0	1	1	0	1	0
SM11ii	No. of Prosecutions	0	0	0	0	1	1	0	3	0
MI1	No. of Station Notifications	0	0	0	0	1	3	1	2	0

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Committee(s):	Date(s):
Safer City Partnership	23 September 2016
Subject: Community Safety Team Update	
Report of: Manager, Community Safety Team	For Information
Summary	
To update SCP members on activity by the Community Safety Team not otherwise addressed	
Recommendation(s)	
Members are asked to note the following contained within this report.	
<ul style="list-style-type: none"> • Safer City Partnership Implementation Plan • Anti-social Behaviour Reporting and Training • Prevent • Membership of SCP: Residents/Community Engagement – to note proposal around improving engagement with residents • Serious and Organised Crime Board – note and agree Terms of Reference • Forthcoming Activity 	

This report updates Members of the activities, not otherwise addressed in the agenda, of the Community Safety Team.

Safer City Partnership Monitoring Tool

1. Members will recall discussion around the monitoring of progress of activity against the agreed priorities of the Safer City Partnership. The team has been working on a template that will support monitoring by officers and SCP members. While this document remains under development a copy will be provided to members at the meeting (and circulated to those who are unable to attend).
2. We will be seeking members' suggestions and comments to ensure the document is fit for purpose, these can be sent to the Community Safety Team manager outside this meeting.

3. The intention is that this document will provide a readily accessible tool to assess progress across the range of SCP activity. Subject to feedback this document should be finalised for the November SCP meeting and will then come to each successive SCP meeting as part of the Community Safety Team report.

Anti-Social Behaviour Reporting and Training

4. Across the breadth of the Corporation and partners there is on-going work to ensure we are using consistent definitions of Anti-Social Behaviour and that staff have a good understanding of these. This work has also highlighted inconsistency in reporting practices and understanding of the range of powers available to the Corporation. To address this we are bringing in external expert trainers on 27 September to run a one day seminar. Costs are being shared between Housing and the CST. Take up from staff has been very positive and this should provide a strong platform to advance this area of work.
5. At the same time we have been developing a new incident recording form for use across the Corporation. This will also help in terms of consistency in reporting standards, improve identification of emerging problems and help flag cases of vulnerability.

Prevent

6. There have been no Channel referrals since the last SCP meeting. Prevent issues which have emerged in the City over this period have been transferred to their area of residence.
7. We have provided four Workshops Raising Awareness of Prevent (WRAP) sessions since May for Corporation or partner agency staff. Take up so far has been disappointing. Given the statutory duty placed upon the Corporation in this area we will be seeking to explore the option of making this training compulsory and also the potential for on-line delivery.
8. More positively we have had growing interest from City businesses, a session held on 20 July attracted 58 individuals and we have had considerable follow up. We are working with City of London Police partners to improve our offer around Prevent to the business community.
9. Workshops are programmed for the rest of this calendar year, 26 September, 24 October, 21 November, and 12 December. We will also be undertaking additional work to ensure all those within or connected to the Corporation who have rooms or venues that are hired out have considered Prevent issues within their lettings policy.

10. We will also be producing a briefing for elected members on Prevent, covering the statutory basis, activity in the City to date and how they can help support this work. The latter will include being able to help inform our Counter Terrorism Local Profile.
11. The City's Prevent strategy is due to be refreshed. The Community Safety Manager will be circulating the existing strategy to Members and seeking input to take this work forward.

Membership of SCP: Residents/Community Engagement

12. Members will recall previous discussion around SCP membership in general and engagement and representation of City residents in particular. A paper has been provided to the Chairman for consideration about this issue.
13. In regard to engagement with residents it is proposed that the Community Safety Team working in partnership with the City of London Police and colleagues from the Department of Community and Children Services will hold one meeting/surgery per year at each of the City's main estates (Mansell Street; Middlesex Street; Barbican, Golden Lane). We will engage with residents to hear their concerns and priorities, promote understanding of how to report issues to City of London Corporation and City of London Police and highlight activity by SCP partners. These events will be advertised via newsletters, resident associations and websites and will be open to all City residents. Each surgery will generate a report which we will feed into the subsequent SCP meeting.
14. In addition as part of our communication work we will raise the profile and understanding of the work of the SCP and the Community Safety Team with elected members. In particular we will work with those members who represent the main residential wards and support them as effective conduits to raise the concerns of their constituents and allowing them to promote awareness of activities being undertaken by the SCP. We will ensure that elected members are advised well in advance of the date of surgeries planned for their wards. Where a particular issue arises the Chairman of the SCP is, of course, able to invite members to attend SCP meetings to raise concerns.

Serious and Organised Crime Board

15. There is an expectation that Local Authorities will convene and support a partnership to consider serious and organised crime. Below are the Terms of Reference for the City's Serious and Organised Crime Board for SCP members agreement.

Serious Organised Crime Board Terms of Reference Background

Organised crime represents a serious risk of harm to the City of London. While the overall numbers of crime in the category of serious and organised crime may be small in the City, it could have an impact on residential, business and visiting communities. Given the nature of these crimes, it could also have an impact on public confidence as well as an increase in the fear of crime.

Local authorities and the police have a duty to protect the wellbeing of their communities. Under section 17 of the Crime and Disorder Act, councils have a responsibility to do all that they reasonably can to prevent crime and disorder in their area. With support of the Community Safety Team, the Safer City Partnership will have access to intelligence, community safety and safeguarding powers that can prevent criminal activity and minimise the impact on local communities and businesses.

16. Purpose

The Board's functions will be **advisory**; recommending strategic and business direction for the City of London Corporation/City of London Police.

The Board will look at tackling serious and organised crime, with the help of the following functions:

- Crime-reduction: efficient and effective activities to combat organised crime and serious crime are carried out.
- Criminal intelligence: gathering, storing, processing, analysing, and sharing information.

17. Terms of Reference

The Board's Terms of Reference will be in accordance with the National Strategic Assessment of Serious and Organised Crime which includes eight key priorities or risks posed by serious and organised crime impacting on the UK:

- Child sexual exploitation and abuse
- Firearms
- Organised immigration crime, human trafficking and modern slavery
- Cyber crime

- Money laundering
- Drugs
- Economic crime
- Organised acquisitive crime

The Board will follow Home Office guidance *Serious and organised crime local profiles: a guide* 13 November 2014 aimed at the police and local partnerships using Local Profiles to inform their action plans as stated below:

- The police will lead the partnership through the production of Local Profiles.
- Profiles should outline the threat, vulnerability and risk from serious organised crime within the force area.
- Multi-agency action plan to drive work of local partnerships.
- The effect must be to bring the full range of powers to bear against serious organised crime to reduce its impact in the local area.

The Board's activities will also:

- provide a partnership response to threat from serious and organised criminality in the City
- shape priorities for reducing this threat
- ensure that intelligence regarding organised crime is shared effectively among partners to maximise a collective response
- determine how the powers of the police and partners can be brought to bear in order to have the greatest impact on disrupting and dismantling organised crime.

18. Roles and Responsibilities

The Board will be chaired by John Simpson (LFB), a deputy chairman will be appointed to cover for his absence.

While every effort should be made for senior representation on the Board, nominated representatives will be encouraged to maintain full membership at all Board meetings.

19. Governance and Structure

The terms of reference will be reviewed and agreed by the Board on an annual basis.

The Community Safety Team to consult regularly with the Chairman to ensure scheduled agenda items are pertinent and timely.

A review of effectiveness will be conducted on an annual basis, and findings will be used to improve performance going forward.

Minutes of the Board will be circulated for approval by members. A copy of the minutes will be made available to officers upon request to the Secretariat.

A quarterly activity report will be submitted to the Safer City Partnership and to the Police Committee and Health and Wellbeing Board where appropriate.

Observers may be asked to leave the meeting for closed items. Closed items will be redacted in the version of the minutes that are published

20. Composition

Chairman: John Simpson MSc GFireE
Borough Commander, City of London

Members:

Peter Lisley	Town Clerks Deputy Chairman of SCP, CoL
Richard Woolford	Commander of Operations, CoLP
Esther Gerard-Stewart	National Fraud Intelligence Bureau Regional Organised Crime Units
Rob Ellis	Intelligence and Information, CoLP
Ade Adetosoye/Chris Pelham	Public Health, Education, Social Services, Housing, CoL
Paul Chadha	Legal, CoL
Kate Cinamon	National Probation Service or Community Rehabilitation Company
David MacKintosh	Community Safety Team, CoL
Alex Orme	CoLP Police Committee
John Avern/Steve Playle	Trading Standards
	<i>Law enforcement agency leads (HMRC/DWP/UKBA/NCA) - co-optees only</i>
	<i>Other members as and when required</i>

Advisors:
Legal Advisor

Observers:
To be determined by the Chairman

Secretariat:
Community Safety Team

Frequency:
Monthly meetings until further notice

Forthcoming Activity

21. On 27 October we will be running an event within Guildhall promoting an understanding of the role of the Community Safety Team.
22. National Hate Crime Awareness Week 8-15 October will include workshops, resident engagement events, workshop for Corporation Estates staff and promotion of the Vulnerable Victim Advocate service.
23. 16 Days of Action is a campaign focussing on Domestic Abuse running from 25 November to 10 December. We will be working with City of London Police, Department of Communities and Children's Services, Health providers, the voluntary sector and businesses to highlight the issue and promoting local services. This will link into the emerging Christmas campaign. Members may wish to note that the Greater London Authority and London Ambulance Service are again running a Christmas campaign which we intend to utilise.
24. The Christmas campaign will include fraud against the elderly and other vulnerable individuals within its scope.

David MacKintosh

Community Safety Manager

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Safer City Partnership Strategy Group Review Period April to July 2016

Friday 23rd September 2016 at 1430hrs

City of London Police Update

Supt. Paul Clements

City of London Police (Communities & Partnerships)

The City of London experiences low levels of crime, disorder and anti-social behaviour. This reflects the efforts of the City of London Police, the City of London Corporation and many other partners. Working together we contribute to maintaining the City as the world's leading financial and business centre as well as being an attractive place to live socialise and visit. Since its establishment the Safer City Partnership has played a key role in reducing crime and other harm.

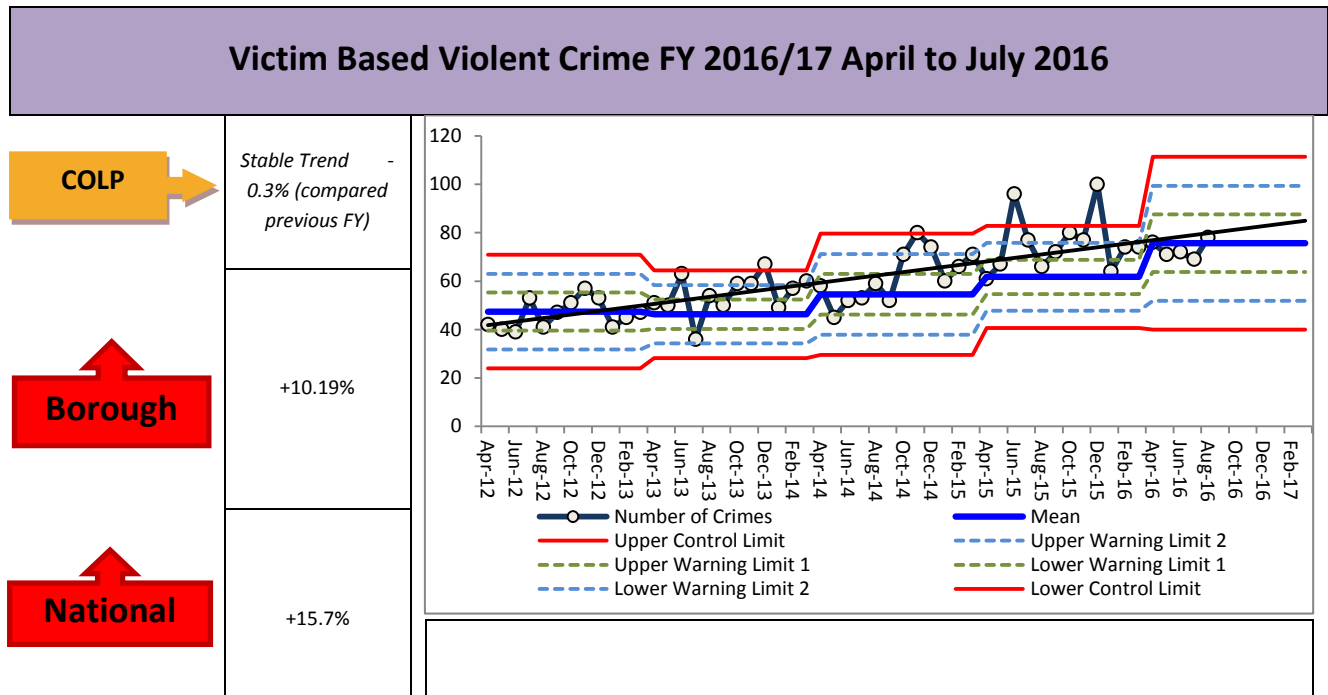
This report identifies five main priorities, linked to the Safer City Partnership Strategic Plan 2016-2017

- **Violence Against the Person** – to protect those who work, live or visit the City from crimes of violence.
- **Night Time Economy Crime and Nuisance** – to promote the City as a safe place to socialise.
- **Acquisitive Crime** – we will work to protect our businesses, workers, residents and visitors from theft and fraud with an emphasis on cyber-crime.
- **Anti-Social Behaviour** – To respond effectively to behaviour that makes the City a less pleasant place.
- **Supporting the Counter Terrorism Strategy Through Delivery of the Prevent Strategy** - To challenge radicalisation and reduce the threat posed to the City.

Violence Against the Person

Victim Based Violence

Figure 1: Crime Statistics



Victim Based Violence	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
2015-16 (month)	61	67	96	77	66	72	80	77	100	64	74	74
2016-17 (month)	76	71	72	69	78							
Change (month)	15	4	-24	-8	12							
	24.50%	6.00%	-25.00%	-11.50%	18.10%							
2015-16 (YTD)	61	128	224	300	367	439	518	595	695	758	832	906
2016-17 (YTD)	76	147	219	288	366							
Change (YTD)	15	19	-5	-12	-1							
	24.50%	14.80%	-2.20%	-4.00%	-0.27%							

Victim based Violence -1 (-0.3%) fewer crimes compared to same period last year (based on finalised data). End of year prediction is 880 Crimes.

In the reporting period (April to July 2016), there were 287 violent crimes in total, of which 174 were during the Night Time Economy (NTE) hours (174, 60.6%).

If comparing quarterly periods:

- January to March 2016 (Q4 2015/16) reported 209 Violent Crimes with 123 during the NTE hours (123, 58.9%).
- April to June 2016 (Q1 2016/17) reported 219 Violent Crimes with 132 during the NTE hours (132, 60.2%).

Violence with Injury

- **Downward trend (comparable to same period previous FY)**
- **Stable/Slight upward trend (comparable to January to March 2016 reporting period)**

January to March 2016 – 85 offences

April to June 2016 – 92 offences

July 2016 – 21 offences

August 2016 – 36 offences

During this reporting period, there was a total of 113 violence with injury offences, of which 84 were committed during the NTE hours (84, 74%). Of the 84 NTE crimes, 79 were assault with Injury offences.

The same period last FY, April to July 2015 showed 138 violence with injury offences reported indicating a downward trend for the current reporting period.

From April to June 2016 there were 30 violence with injury offences reported with the exception of July 2016 where 21 offences were reported.

Monthly NTE crimes accounted for an average 43 crimes per month (43, 60-70%). The ratio of reported violent crimes in NTE hours to DTE hours remains consistent for CoLP.

Violence without Injury

- **Slight Upward trend (comparable to same period previous FY)**
- **Stable trend (comparable to January to March 2016 reporting period)**

January to March 2016 – 105 Offences

April to June 2016 – 110 Offences

July 2016 – 42 offences

August 2016 – 36 offences

During this reporting period, there were 151 violence without injury offences reported of which 74 were committed during the NTE and 77 during day time hours. The same period last year showed 156 offences reported indicating a stable trend for the current reporting period.

Almost 50% of the NTE violence without injury offences were common assaults (49/88, 55%) and 13.6% were Harassments (12/38, 13.6%). In this period there were ten racially or religiously aggravated assault without injury offences reported.

There were no racially aggravated offences reported from January to March 2016.

During April 2016 there were 41 violence without injury offences which is four less than March 2016 and an increase of (14, 51.8%) compared to April 2015. May 2016 saw 34 offences compared to 24 in May 2015; June 2016 showed 35 offences (46 in June 2015); and July 42 offences.

July 2016 is showed a significantly lower number of violence with injury offences (21), but the highest number of violence without injury offences reported since January 2016 (42).

Rape and Sexual Offences

- **Downward trend (comparable to same period previous FY)**
- **Downward trend (comparable to January to March 2016 reporting period).**

January to March 2016 – 22 Offences

April to June 2016 – 17 Offences

July 2016 – 6 offences

August 2016 – 5 offences

During this reporting period, there were 17 sexual offences (excluding rape) reported, of which 14 occurred during in the NTE hours (14, 82%). Ten of the 12 offences were indecent assaults.

There were six rape offences reported, of which four were reported during day time hours. One is a historic domestic offence.

During April 2016 there were five sexual offences which is a decrease of six from March 2016. There was one allegation of rape where the victim met a male at licensed premises (speed dating event) within the City before alleging she was raped at his place of work later in the evening. There were also four allegations of other sexual offences. May 2016 reported six sexual offences (no rape); June 2016 also showed six sexual offences of which four were reported as rape. July 2016 had one rape and five sexual offences reported.

Summary

For the first time over a considerable period, figures show a slight reduction.

One of the main components identified in the violent crimes over the last reporting period was domestic violence. To that end a '16 days of action' campaign will be taking place from Friday 25th November through to Saturday 10th December, with the primary focus on residents and workers knowing what to do if they, or someone they know, are experiencing or perpetrating domestic abuse in the City. This involves knowing what support is on offer, what 'support' means and who delivers it.

This provides an opportunity to raise the profile of the Public Protection Unit (CoLP), Housing, Health, Adults and Children's Services (DCCS), understanding how they work, what happens when

people engage with them and how they can help someone experiencing or perpetrating domestic abuse.

The 16 days of campaign will aim to highlight:

- The different signs of domestic abuse – noticing the signs in friendships, with work colleagues and changes in behaviour
- The action people should take if they are concerned about someone
- The barriers people face and identifying the services who can help to overcome them

Another significant figure is the rise of road rage incidents leading to violence. If the trend continues and working in partnership with TFL, data will be collated to determine if there are any specific hotspots and the days and times when we are seeing a spike in offences.

Night Time Economy Crime and Nuisance

Licensing Visits

The City of London Police licensing officers visited over 300 licensed premises throughout June and July. They were able to intervene with intoxicated persons and remove them from venues, preventing any potential for violent crime and anti-social behaviour (ASB). All of the activity conducted by the officers was well received from licensees. Officers also had their Alcohol Action Day on the 1st of July to coincide with the main pay day of the month with the aim of the day to undertake frequent high visibility visits at licensed premises, particularly at busy peak periods.

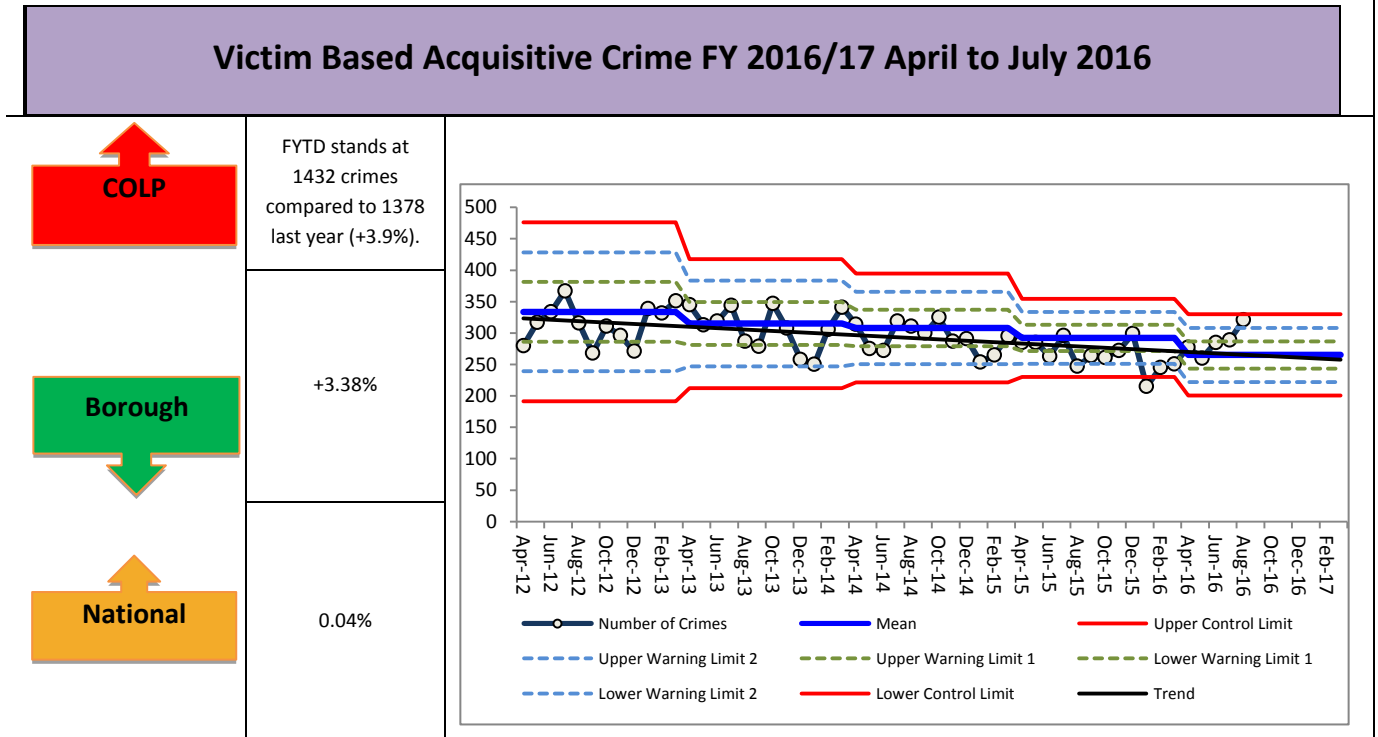
As a result of the terrorist attack at the Pulse nightclub, Orlando, USA in June 2016, our licensing officers visited a number of events in the City that are attended by our Lesbian/Gay/Bi-sexual/Transgender (LGBT) community to offer reassurance. This was well received by the promoters and the LGBT community who appreciated the support.

Since our last report the European Football Championships have taken place. A policing operation was in place for the tournament which saw extra officers deployed during the period resulting in the European Football Championships passing without incident.

Acquisitive Crime

Victim Based Acquisitive Crime

Figure 2: Crime Statistics



Victim Based Acquisitive	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
2015-16 (month)	285	285	263	297	248	264	261	272	301	215	245	258
2016-17 (month)	277	260	285	289	321							
Change (month)	-8	-25	22	-8	73							
	-2.80%	-8.77%	8.36%	-2.69%	29.40%							
2015-16 (YTD)	285	570	833	1130	1378	1642	1903	2175	2476	2691	2936	3194
2016-17 (YTD)	277	537	822	1111	1432							
Change (YTD)	-8	-33	-11	-19	54							
	-2.80%	-7.09%	-1.32%	-1.68%	3.91%							

- FYTD stands at 1432 crimes compared to 1378 last year (+3.9%)

Quarter 1 (Q1) of Financial Year (FY) 2016/17 April to June 2016 showed that reported acquisitive crime has increased per month, with an exception to this in May 2016. Acquisitive crime reports have illustrated a general increase per month since January 2016 to August 2016. However, reported figures remain lower than the same period in 2015. July 2016 figures are marginally higher than June 2016.

The monthly increase in crimes since January 2016 can predominantly be attributed to an increase in theft from the person offences and theft of vehicle offences (motorcycles). Shoplifting offences and other thefts are also showing a slight upward trend in the reporting period Q1 2016/17 April to June 2016.

Theft from the Person – Upward Trend (compared to previous months 2016)

Reported figures in Q1 2016/17 showed a slight increase per month. April 2016 reported 25 theft from the person offences, followed by 35 in May, 38 in June, 49 in July, and 35 in August 2016.

Figures are also similar to the reported figures in the previous year. However, a significant number of theft from person offences in May, June and July 2016 are snatch offences. With only four snatch offences in April 2016, there was a marked increase in May to 23 offences (16 in May 2015), 25 in June 2016 (12 in June 2015). *(July 2016 = 36 and August 2016 = 9 offences)*.

If the snatch offences were deducted from this category, the theft from person offences would be significantly low. Without snatch offences, April, May, June, and July 2016 would show 21, 12, 13, 13 offences respectively. The northwest of the City is predominantly targeted by snatch offenders, but since 27th July 2016, the arrest of a key Southwark suspect (currently on remand), has resulted in a decrease in snatch offences in the City of London.

Theft of Motor Vehicle – Upward Trend (compared to previous months 2016)

This category is predominantly made up of theft of motorcycles in the City. The reported figures in Q1 of 2016/17 April to June are higher than the same period in 2015 (except May 2016 which shows similar figure to 2015). Q1 figures range between 15 to 19 per month compared to 8 reports per month in Q1 of 2015/16 (17 in May 2015). *(July 2016 =14 and August 2016 =11 thefts)*.

Shoplifting – Stable Trend (compared to previous months 2016)

April and May are showing significantly lower reported figures than the same months in 2015. Q1 2016/17 reports 25 and 35 in April and May 2016 respectively, compared to 62 and 65 in the same months 2015. June 2016 showed 38 offences compared to 30 in 2015 and July 2016 is showing 59 offences compared to 63 in July 2015. August is currently showing 53 offences, which is an increase of ten crimes from August 2015 when 63 were reported.

Other thefts show a stable trend in Q1 2016/17 and similar to Q1 2015/16, with the exception of June 2016 which showed 138 offences. June 2016 also showed the highest number of pedal cycle thefts (38). Pedal cycle thefts are showing slightly higher than in the same period the previous year.

Theft of Pedal Cycle – Upward Trend (compared to previous months 2016)

This category of offences is showing an upward trend compared to previous months of 2016 and the same period in the previous financial year. April 2016 reported 34 offences which is an increase of 18 (112.5%) from March 2016 when only 16 offences were reported. This follows on to 26 reported in May 2016; 38 in June 2016; and 35 in July 2016. August 2016 is currently showing 52 offences reported – this is consistently a peak time for this crime type.

Anti-Social Behaviour

Anti-Social Behaviour (ASB)

[ASB figures](#)

Anti-Social Behaviour*												
Year	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
2015/16	65	72	84	81	93	65	75	62	65	67	92	55
2016/17	79	51	65	74								

April 2015 - July 2015 = 302 April 2016 - July 2016 = 269
--

*Data Source: Performance & Events Team

ASB levels continue to remain low in the City. Half of the ASB reports were complaints about begging and vagrancy, particularly in the Bishopsgate and Liverpool Street vicinity, followed by noise and rowdiness, particularly around licensed premises and serviced apartments.

There were no high or medium risk instances of ASB (these are where the victim has experienced more than one instance or where the victim is vulnerable).

Communities and Partnerships officers have introduced a new initiative - '**street briefings**', where officers answer community concerns at different locations across the City. Officers advertise the time and location of briefings on Twitter and our website. These briefings have been held across the City since the last reporting period including St. Paul's, Golden Lane and Mansell Street Estate. Issues raised included anti-social cycling, begging and theft.

Officers continue to engage with our communities via routine patrols and through our dedicated estates officers and PCSOs.

The EU Referendum took place on Thursday 23rd June 2016. Whilst there was an increase in the reporting of hate crime in London shortly after the result of the referendum, the City of London did not see an increase. Our Communities and Partnerships officers made contact with our communities who we considered could be subjected to this type of crime. A drop in session was arranged at Artizan Street Community Centre; Tell MAMA (an independent, non-governmental organisation which works on tackling anti-Muslim hatred) attended and gave a presentation which was well received.

[Anti-Social Behaviour Call Satisfaction Survey 31/07/2016](#)

Introduction

This is a City of London Police survey of residents and their calls to police regarding ASB from 01/06/2016 to 31/07/2016

The City of London recorded 65 ASB incidents from 01/06/2016 to 30/06/2016. The 65 ASB incidents consist of incidents affecting residents and businesses. The incidents range from issues associated with vagrancy, skateboarding, noise complaints and issues around rowdy and/or inconsiderate behaviour.

Police respond to these incidents and document the response by officers on the CAD (Computer Aided Dispatch) call system. This report provides information on the level of satisfaction felt by residents regarding police handling of these ASB incidents.

Method

17 ASB CADs have been selected from 01/06/2016 to 31/07/2016. The criteria used to determine if the incident requires a satisfaction survey is as follows:

- A resident from the City of London is the informant.
- The victim or witness is a repeat caller (2 or more calls).
- ASB within the time frame of 01/06/2016 to 31/07/2016.
- A previous ASB risk matrix has been completed in line with HMIC guidelines.

A Satisfaction Survey designed by Communities and Partnerships has been used to obtain feedback regarding the Victim/Witnesses response to how Police dealt with the incidents. The questions used in the survey are as follows:

- How did you find our service?
- What went well?
- What did not go so well?
- How can we improve?
- On a scale of one to ten, how did you find our service?

All 17 ASB CADs that met the criteria have been contacted and offered the Satisfaction Survey. The responses are based on the successful completion of the Satisfaction Survey.

Results

As the survey consisted of qualitative and quantitative data this section will explore statistical interpretations of the data collected and highlight comments of a qualitative nature.

Whilst carrying out the survey it was noted that a common theme of comments in relation to the question "how did you find our service?" were as follows:

- Quick efficient response from police service
- Residents also appreciated that police responded to incidents that were not perceived by residents to be police concerns such as noise issues that had not been resolved by the local authority.

Common themes of answers in relation to "what went well?" were as follows;

- Police attended and gave feedback.

- Residents felt listened to.
- Issues resolved in a timely manner.

Common themes of answers in relation to “what did not go so well?” were as follows:

- Issues that have taken longer than an hour to resolve are seen as not a quick enough response.
- When the Metropolitan Police have responded due to the City of London Police having no officers available this is seen as a reduced level of service.

The feedback for the level of service satisfaction, 1 representing a poor service and 10 representing a positive experience, was as follows:

- A score of 10 was the most frequently occurring score.
- Scores ranged from 5 as the lowest and 10 as the highest.
- Average score for satisfaction was 8/10.
- As a percentage those that scored 6/10 or over from the residents surveyed was 91.66%.

Of those 17 Calls made:

- 12 were willing to talk to police.
- 3 did not answer.
- 2 were not willing to talk to police.

Summary

Residents calling the Police regarding ASB make up a smaller percentage of ASB calls when compared with those made by businesses or security guards.

Results indicate that the City of London Police provide a high standard of service when responding to ASB issues raised by residents.

- Residents appreciate response time that is 60 minutes or less.
- Residents feel listened to and are happy when issues that are raised are resolved by their local force.
- Residents are less satisfied when other forces (Metropolitan Police or British Transport Police) respond on behalf of the City of London Police.

Proactive Operations

Begging and Vagrancy

Operation Acton

This joint initiative with the Corporation and St. Mungo’s homeless charity is designed to address homelessness and rough sleeping. We have continued to hold ‘pop-up’ hubs using local churches within the square mile to accommodate rough sleepers to facilitate assessment and also provide sheltered accommodation.

Operation Alabama

Operation Alabama is a targeted intervention and enforcement strategy working in partnership with the Metropolitan Police in the use of Community Protection Notices (CPN's). A CPN is intended to deal with particular, ongoing problems of nuisance which negatively affect the community's quality of life by targeting the person responsible. The operation utilises the powers under the Crime and Police Act 2014. The offender is given a written warning with regard to their conduct and if this behaviour does not stop within a certain time period they will be issued a CPN.

The below outcomes have been achieved:

- 10 x warning letters in May
- 9 x warning letters in June
- 1 x CPN in June
- 6 x warning letters July
- 7 x CPN's in July
- 4 x warning letters in August
- 4 x CPN's in August
- 2 x arrests for breach of CPN's

Operation Fuze

Businesses around Southwark and Tower Bridges described the continuing problems with regard to illegal gambling. Tourists to the City of London have been victims of this activity.

Community and Partnership officers in partnership with the Corporation/London Borough of Southwark/Metropolitan Police/Tower Bridge Security and the UKBA designed and executed operations to address these complaints. The aim of the operation was to deter, disrupt and arrest individuals found committing these offences.

This is a tri-borough multi agency approach to dealing with antisocial behaviour on the bridges. Officers have worked with Tower Bridge Security to gather evidence of suspects illegal gambling and then arresting them for multiple offences. Officers have continued to conduct the operation with MPS and UKBA staff. On a pre-planned operation with the UKBA in August 2016 officers reported no instances of gambling on our bridges. This operation has significantly reduced the number of calls to our bridges in response to complaints of gambling and unlicensed street traders.

The below outcomes have been achieved:

- Over 35 arrests since May 2016.
- 30 people have been charged.
- 6 x Community Behaviour Orders (CBO's) have been issued with 12 pending

Since July 2016, no gambling has been witnessed on City of London bridges.

Noise and Rowdiness

Whilst the Corporation is responsible for noise enforcement, we have continued to respond to ASB complaints around licensed premises/hotels and serviced apartments.

Serviced Apartments

Communities and Partnerships officers have responded to an increase in complaints about residents of serviced apartments, especially during weekends. Our officers have been engaging with management companies of these apartments to ensure that they have appropriate systems and processes to facilitate checks on customers and ensure accurate data is held about their identity. We will be urging management companies to manage the risk that serviced apartments can be used for large scale parties, which have recently caused ASB.

Supporting the Counter Terrorism Strategy through Delivery of the Prevent Strategy

We have held a series of engagements with the business community to update them on our CT preparation and activities and to listen to their concerns and feedback. We also discussed the joint work between businesses, the Corporation and the Police, including Project Griffin. We heard from businesses about the additional assistance they needed on PREVENT, the Government strategy to counter radicalisation. We also responded to business feedback about communications and engagement.

Following the Islamist extremist killing of a priest in France, Communities and Partnerships officers have been working closely with our places of worship in the City to engage and reassure.

Engaging and reassuring our communities

City of London Police officers in partnership with the City of London Community Safety Team delivered a bespoke PREVENT Workshop to representatives of the business community on Wednesday 20th July 2016. Fifty delegates from human resources, security and building managers and front of house managers from the City attended the workshop. The objective was to increase awareness and understanding of PREVENT, safeguarding and their role within it. The feedback from the business community to date has been very positive.

The Corporation have worked in partnership with City of London Police officers in rolling out a PREVENT awareness training package to its staff. This will be an ongoing process with the intention that all staff receive the input. To date training has been given to Social Services, Education, Early Years Service including Sir John Cass Primary School and the Remembrancer's Department. In addition our PREVENT officers continue to work with the Corporation to develop a Higher/Further Education Forum which meets twice a year (next meeting October 2016). This forum provides a platform for the Corporation, police and universities to discuss emerging issues within this sector and ensuring that they recognise and understand and are able to fulfil their statutory duties within the PREVENT agenda.

Work has continued with our residential communities. Officers attended a Community Day with the residents of the Mansell Street and Middlesex Street estates in August 2016. This was an opportunity for our PREVENT officers to continue to build relationships with our communities in an

informal setting. During the day, discussions about how vulnerable people were being affected by radicalisation were undertaken. The residents did not raise any concerns around this issue.

Project Griffin

Since June to date Communities and Partnerships officers have continued to support Project ARGUS tabletop exercises and participated in Project Griffin events held at Wood Street Police Station. These are well attended with an average of 50 delegates per event.

Counter Terrorism Survey Results 2015-2016

This is a breakdown of responses from the City of London Police's Counter Terrorism Survey which surveyed businesses and residents in the City of London in May 2016.

The survey received 764 responses.

Q1. On a scale of 1 to 10, how confident are you that the City of London is protected from terrorism?

742 respondents gave the following answers.

- **Very Confident:** 101 (13.61%)
- **Confident:** 396 (53.37%)
- **Neither Confident or Unconfident:** 203 (27.36%)
- **Unconfident:** 39 (5.26%)
- **Totally Unconfident:** 3 (0.40%)

Q2. Do you feel reassured by the work being done by the City of London Police to protect the City of London from Terrorism?

712 respondents gave the following answers.

- **Yes:** 631 (88.62%)
- **No:** 81 (11.38%)

This is a breakdown of responses from the City of London Police's Counter Terrorism Survey which surveyed businesses and residents in the City of London in December 2015.

NOTE: *This survey was sent out shortly after the Paris terrorist attacks which occurred in November 2015.*

The survey received 683 respondents

656 respondents answered this question

Q1. On a scale of 1 to 10, how confident are you that the City of London is protected from terrorism?

656 respondents gave the following answers

- **Very Confident:** 76 (11.59%)
- **Confident:** 331 (50.46%)
- **Neither Confident or Unconfident:** 205 (31.25%)
- **Unconfident:** 37 (5.64%)
- **Totally Unconfident:** 7 (1.07%)

Q2. Do you feel reassured by the work being done by the City of London Police to protect the City of London from Terrorism?

641 respondents gave the following answers

- **Yes:** 573 (89.39%)
- **No:** 68 (10.61%)

Communications & Engagement

At the Commissioner's breakfast meetings (June 2016) with businesses, heads of security asked questions about how we communicate with them, both in terms of emergencies and incidents, but also for non-emergency communications.

We have started work to assess how the City of London Police and Corporation engage and communicate with communities (including business, residential and transient communities). There will be a consultation exercise to ascertain the needs of businesses. Several businesses offered to share their expertise with regard to communications. This will be a significant piece of work and when concluded we will have a much better understanding on how our communities want us to communicate with them.

Conclusion

This report informs the Safer City Partnership members of partnership/community engagement and intervention activity undertaken since June 2016 and highlights issues raised by our communities and how the City of London Police has responded.

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Committee(s)	Dated:
Safer City Partnership Strategy Group – For Information	23 September 2016
Subject: Public Protection Service (Environmental Health, Licensing and Trading Standards) update	
Report of: Director of Markets & Consumer Protection	For Information
Report author: Jon Averbs, Port Health & Public Protection Director	

Summary

The Department of Markets & Consumer Protection contributes to the work of the Safer City Partnership (SCP) through its Public Protection Service which comprises Environmental Health, Licensing and Trading Standards. Work relating to the SCP is on-going in relation to the following priorities:

- Acquisitive Crime
 - Investment Fraud
- Anti-Social Behaviour
 - Illegal street trading
 - Noise complaints service
- Night Time Economy Crime and Nuisance
 - Late Night Levy
 - Safety Thirst
 - Licensing controls and enforcement

This report outlines enforcement activity and progress in the above areas.

The Service is also contributing to the One Safe City programme and is represented on other relevant Boards and Groups.

Recommendation

Members are asked to:

- Note the report.

Main Report

Background

1. The Consumer Protection part of the Department of Markets and Consumer Protection comprises three services:

- Animal Health
- Port Health
- Public Protection

The latter includes Environmental Health, Licensing and Trading Standards, all of which contribute to the work of the Safer City Partnership, specifically the 2016/17 SCP Strategic Plan priorities of:

- Acquisitive Crime – We will work to protect our businesses, workers, residents and visitors from theft and fraud with an emphasis on cyber-crime.
- Anti-Social Behaviour – To respond effectively to behaviour that makes the City a less pleasant place.
- Night Time Economy Crime and Nuisance – To support a successful Night Time Economy that the City as a safe place to socialise

2. Whilst there are routine proactive and reactive responses to community needs, there is also a range of projects underway, details of which are provided below.

Current Position

Economic Crime

3. The City of London Trading Standards Service (COLTSS) primarily works in partnership with others in support of the SCP's objective of:-

- ***Helping Protect the City of London's reputation as the world's leading financial centre from the impact of acquisitive crime***

4. COLTSS continues to support and actively participate in Operation Broadway, a joint project with the City of London Police, the Metropolitan Police, National Trading Standards 'Scambusters', the Financial Conduct Authority and HM Revenue and Customs.

- a) This operation is disrupting the enablers behind investment fraud that try to associate themselves with the City of London. Investment fraudsters often utilise the services of mail forwarding businesses in order to create the illusion in the minds of potential victims that they are reputable due to having an office base in the Square Mile. By working with mail forwarding businesses and serviced office providers, we are making it more difficult for investment fraudsters to set up shop in the City of London. In addition, by enforcing the provisions of Section 75 of the London Local Authorities Act and using the powers of entry available to Trading Standards Officers, joint inspections can be made and the mail forwarding and serviced office sector kept advised of their legal responsibilities.
- b) COLTSS and Tri-regional Scambusters are committed to continue to support Operation Broadway for 2016/17 and approval to seek additional funding from various sources for an additional Trading Standards Officer (TSO) was endorsed by this Partnership, the Port Health & Environmental Services Committee and the Economic Crime Board. More recently, funding has now been secured for the second half of 2016/17 to employ this additional TSO. The role of this officer will be to engage with other Trading Standards Services across the rest of London in order to promote compliance with relevant legislation by mail forwarding businesses and serviced office

providers. This will help address potential issues of investment fraudsters being pushed out of the City and into neighbouring parts of London. Other London Borough Trading Standards Services may not have investment fraud as a high priority but we want to ensure that the best practice of Operation Broadway can be shared wherever possible.

- c) In relation to promotional activities, COLTSS provided key evidential support to an Action Fraud press release relating to the sale of one particular type of investment. The press release was picked up widely in the national media but one particular business engaged in selling this type of investment robustly challenged it. After evaluating the evidence, the business withdrew its legal challenge but not before admitting that it had lost millions of pounds of revenue as a direct result of the national publicity. This is probably the most significant disruption ever achieved by Operation Broadway and has undoubtedly saved many consumers from financial detriment.
- d) An excellent submission was made by Trading Standards to the ***Municipal Journal Awards 2016*** on behalf of Operation Broadway. Unfortunately, the category of 'Partnership Working' had almost 60 other applications and our submission was not shortlisted. However, the application document has been widely used to explain how 'Operation Broadway' functions and has proved very useful.
- e) Finally, for the period covering 1 April to 31 July 2016, the performance of the Operation Broadway partnership can be measured by reference to the table below:-

Actions	April to July 2016
Operation Broadway deployments	12
Disruptions and interventions	7
Referrals to other agencies for action	4
Contacts with enablers – mail forwarders, serviced office providers, banks etc	4
Promotional and prevention activities	4

in addition to continuing to amass, collate, analyse, share and disseminate intelligence on emerging frauds with our partners.

- 5. On other matters, COLTSS is just completing a project relating to Letting Agents that are based in the City of London. 22 businesses have been identified and all have been visited to ensure compliance with relatively new legislation that seeks to protect prospective tenants from rogue trading activity; it is pleasing to report that no significant problems have been detected.
- 6. The next project currently being scoped involves checking on City of London retailers that may be supplying illicit tobacco products. The supply of cheap tobacco products undermines initiatives to tackle smoking prevalence rates and it

is a big problem across the UK. Tobacco sniffer dogs are used by Trading Standards colleagues to find illicit products being stored in retail premises and we want to ensure that such robust action by neighbouring London Boroughs hasn't pushed the problem into the Square Mile.

Anti-Social Behaviour (ASB)

7. The Public Protection Teams support the SCP objectives to:

- ***Reduce the causes and opportunities for ASB***
- ***Improve data sharing and the management of ASB issues***
- ***Improve the use of enforcement powers to tackle persistent offending behaviours***

The two main issues being tackled by the Public Protection Service are:

- Illegal Street Trading
- Noise complaints service

Illegal Street Trading

8. Although there are provisions for legal street trading, there is still a very limited demand for short-term temporary licences, with only three applications having been received since January this year; one in respect of Paternoster Square now part of the City's highway, one for the enhanced Nocturne cycling event in June and one close to Monument for the Great Fire Event. In the longer term there is an environmental enhancement project being considered for Middlesex Street and the Market in conjunction with London Borough of Tower Hamlets to invigorate the area. This may involve a slight change to the Street Trading Policy to provide for extension of trading hours on a Sunday, and trading on other days if the project progresses. A draft joint report (Department of Built Environment and Markets and Consumer Protection) is likely to seek approval from various City Corporation Committees.
9. There is still some illegal street trading activity in the City and fringes with Southwark, primarily nut sellers on the south side London Bridge/Millennium Bridge. Joint operations with City Police are on-going each month. There are prosecutions proceeding for two nut sellers since the last meeting and three carts have been seized since April. A fourth trolley was seized on London Bridge on Friday 2 September and this will be retained whilst we apply for forfeiture at prosecution and eventual disposal. Ice cream trading has been notable by its absence in the City. The seized ice cream van, seized with the help of the City of London Police, has remained in Police custody in Wood Street since May and consequently has not been available to trade. Legal proceedings regarding the case are proceeding with City Police and it is understood Criminal Behaviour Orders (CBO) may be sought for the two operators of the van in relation to the seizure in May.
10. Following discussions with the Comptroller and City Solicitor and subject to specific advice on each case CBO's may now be sought in parallel with any prosecution of repeat offenders for those illegally selling nuts in the City. Although

joint operations with City and City Police have shown little of this activity during the week, and timing of future joint operations will take this into account, some occasional trading has been seen on the Southwark jurisdiction side of the Millennium Bridge. Following discussions with the City Solicitor we are seeking agreement from LB Southwark for joint delegation of powers so that street traders who can currently escape our enforcement by trading just onto the Southwark side of Millennium Bridge can then be dealt with by our officers. The Chairman of the Crime and Disorder Scrutiny Committee is approaching their equivalent in Southwark, when they return from leave, to seek agreement to help facilitate this. An oral update will be provided at your meeting.

11. Further joint operations are planned with Corporation/City Police officers to target nut sellers operating in the City both during the week and at weekends, and ice cream vans will also be tackled if identified in the Square Mile.
12. Following a question at Court of Common Council in July the issue of further/other potential legal actions has been discussed with Comptroller and City Solicitor as well as another elected Member and the Chairman of the Crime and Disorder Scrutiny Committee.
13. The City Police are in contact with their Metropolitan Police colleagues regarding illegal gambling which has been a source of concern for several years on Westminster Bridge. A consultation is underway, ending on September 9, which may lead to the introduction of a Public Space Protection Order (PSPO) on that bridge in an attempt to control the gambling problem and crimes associated with it, such as pickpocketing from the crowds that gather around. Our initial advice is that is that we should await any evidence of a displacement effect to Southwark or City Bridges before applying for an order in the same way. In addition that we should continue to utilise existing legislation rather than attempt to extend any such use of a PSPO to encompass street trading as well as street gambling if we do pursue this order.

Noise Complaints Service

14. The Noise Complaints Service has dealt with reactive and proactive matters as set out in the table below in the first period (1 April 2016 – 31 July 2016) of the business year 2016/17. Customer surveys are undertaken monthly and responded to where those surveyed have identified themselves. Results and comments are used at team meetings to improve the service where appropriate and practical.
15. The Pollution Team dealt with 348 noise complaints between 1 April and 31st July 2016 of which 96 % were resolved. In addition, they also assessed and commented on 414 Planning, Licensing and construction works applications and 322 applications for variations of work outside the normal working hours. Comparatively in the same period for 15/16 the Pollution Team dealt with 420 noise complaints of which 92.9% were resolved. In addition, they also assessed and commented on 493 Planning, Licensing and construction works applications and 135 applications for variations of work outside the normal working hours.

16. The Out of Hours Service dealt with 197 complaints between 1 April and 31st July 2016 and response (visit) times were within the target performance indicator of 60 minutes in 91% of cases, and often only 30 minutes. Comparatively in the same period for 15/16 the Out of Hours Service dealt with 157 complaint and response (visit) times were within the target performance indicator of 60 minutes in 93% of cases, and often only 30 minutes.

17. The Pollution Team served five S.60 (Prohibition or placing restrictions on a site) Control of Pollution Act Notices, and issued six S.61 (Prior consent) Control of Pollution Act Notices between 1st April and 31st July 2016 relating to construction sites. In the same period for 2015/2016 the Pollution team served three Control of Pollution Act Notices (S.60), and issued three Control of Pollution Act Notices (s.61) relating to work at construction sites.

18. The trends for noise related complaints in total are set out in the two tables below for information.

Noise Complaints

Year	Period	Pollution Team Noise complaints received	Percentage resolved	OOH Team Noise complaints received	Percentage resolved within KPI (60min)
2013/14	2	453	99.5%	N/A	N/A
2013/14	3	292	98.7%	N/A	N/A
2014/15	1	354	97%	N/A	N/A
2014/15	2	297	92.3%	N/A	N/A
2014/15	3	320	95%	N/A	N/A
2015/16	1	293	92.6%	136	90.3%
2015/16	2	342	94.7%	186	92.3%
2015/16	3	410	96.8%	142	92.2%
2016/17	1	348	96.4%	197	91%

Noise Service Requests

Year	Period	Planning, Licensing and construction works applications	Variation Applications	S.60 Notices Issued	EPA Notices	S.61 Notices Issued	CoPA
2013/14	2	341	192	0	4	0	5
2013/14	3	312	224	2	2	5	0
2014/15	1	309	173	2	1	4	0
2014/15	2	342	276	1	2	3	0
2014/15	3	635	270	2	0	0	5
2015/16	1	580	441	3	0	3	0
2015/16	2	466	330	1	2	3	0
2015/16	3	680	380	5	0	6	0
2016/17	1	414	322	5	0	6	0

19. The City Corporation's revised noise strategy is currently out for external consultation and a finalised strategy will be published in January 2017.

Night Time Economy Crime and Nuisance

20. The Public Protection Teams support the SCP objectives to:

- ***Promote a City that is safe and pleasant to socialise in***
- ***Promote the Safety Thirst scheme to more premises and maximise its potential as a vehicle to promote community safety***
- ***Develop new approaches to address problems associated with our Night Time Economy during periods of peak demand***

Enforcement

21. The Licensing Team undertakes inspections and enforcement in relation to the Licensing Act 2003, and the table below shows the action taken regarding licensed premises over the last three years.

Year	Period	New Licences Issued	Variations	Warning letters/Cautions	Suspension Notices
2013/14	2	6	7	13	13
2013/14	3	8	4	15	11
2013/14	4	7	2	13	7
2014/15	1	16	4	8	17
2014/15	2	15	6	14	49
2014/15	3	15	4	20	25
2014/15	4	19	3	15	11
2015/16	1	19	2	29	16
2015/16	2	18	3	17	14
2015/16	3	14	4	22	28
2015/16	4	17	5	15	15
2016/17	1	15	4	26	7

22. Noise matters related specifically to licensed premises remain at low levels and are reported to Licensing Committee. The number of noise complaints specifically associated with licensed premises is set out below to illustrate the trend over the last three years – which indicates an overall reduction.

Noise complaints for licenced premises

Year	Period	Number of complaints
2013/14	2	36
2013/14	3	70
2013/14	4	22
2014/15	1	36
2014/15	2	31
2014/15	3	30
2014/15	4	14
2015/16	1	30
2015/16	2	30
2015/16	3	31
2015/16	4	14
2016/17	1	12

Safety Thirst

23. The current round of Safety Thirst Award scheme started at the end of April with applications being sent out to all those premises that pay the late night levy, as well as other pubs and restaurants. We have followed up the invitations to participate with area managers for those which are part of larger groups (such as Novus who took part for the first time last year) in order to encourage wider participation than simply addressing the current direct premises management. The anticipated figures at the moment are 57 applications received (circa 39 last Year) and moderation of the results of assessment visits is being arranged with representatives on the Licensing Liaison Partnership. It is anticipated that there will be around a 50% increase in awards compared with 2015.
24. Assessment has been carried out from the end of May to August, with August and September being used as contingency periods for late applicants and for moderation of results. The City Police Licensing Team have been assisting the City's Licensing Team with this year's assessment round. The award will be subject of a ceremony on 18 October 2016 and all of the activity will be resourced via the levy.
25. It is intended to review the scheme again following the award ceremony with consideration being given amending our local scheme further or joining a national scheme such as Best Bar None.

Late Night Levy

26. The forecast for 2015/16 is now not expected to fall below the levels of year one (October 2014/15) and is expected in the second year of the levy until October 2016 to be around £420,000 in total. Amounts collected so far this year are on a par with year one and there has not been any significant decrease in numbers of licences held for trading one minute or more after midnight, the trigger time for the levy payment, suggesting there is no disincentive introduced against trading in this period by the levy itself. The administration fee in year two is slightly less at £15,000 (approx. £25,000 in first year of the levy) therefore amounts to be apportioned in year 2 of the levy is forecast to be slightly more. 70% of levy goes to City of London Police for activities involving improving the impact of Licensing on the night time economy, and 30% to the City Corporation.
27. The income collected has enabled the licensing service to continue with operating its unique risk scheme combined with Safety Thirst, a best practice scheme (see below). The Police and Cleansing services have been able to put additional resources into those areas that are affected by the night time economy directly affecting the levels of crime and disorder and public nuisance. Ideas for other areas for expenditure to manage the night time economy are still sought as we have been conservative with the initial expenditure, as the levy income can be carried forward each year. It is anticipated that at least some of the levy will contribute towards ensuring an alcohol reception centre is provided near Liverpool Street Station during the Christmas period, and bids are to be reviewed in September for a pilot scheme from Club Soda to reduce the consumption of alcoholic drinks within City and Hackney. Additional cleansing operations will also be considered.

Corporate & Strategic Implications

28. The Public Protection Service contributed to the Safer City Partnership Strategic Plan 2016/17, and its priorities and objectives.
29. The Markets and Consumer Protection Department is represented by its Chief Officer on the Safer Communities Project Board, and is also contributing more broadly to the One Safe City programme.
30. The Department is also represented on other relevant Boards and Groups, including the Serious Organised Crime Board.

Conclusion

31. The Public Protection Service continues to support the priorities and objectives of the Safer City Partnership through routine work, but also via specific projects and contributions to plans and strategies.

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Committee(s)	Dated:
Safer City Partnership Committee	23 September 2016
Subject: Domestic Abuse Forum Quarterly Report	Public
Report of: Director of Community and Children's Services	For information
Report Author: Chris Pelham Assistant Director (People)	

Summary

This report details the quarterly update of the activities of the Domestic Abuse Forum in delivering the two-year action Domestic Abuse Strategic Action Plan.

Main Report

Referral pathway

1. The pathway response for a domestic abuse was signed off by the Domestic Abuse Forum membership in June.
2. The pathway details the following steps needed to understand the course of action an officer or agency should take if they receive a disclosure from someone experiencing, or perpetrating, domestic abuse including:
 - a. If someone is in immediate danger?
 - b. Are children involved?
 - c. Risk assessment
 - d. Action planning including initial safety planning
 - e. Referral to specialist services and MARAC
3. The process is mapped out in an easy to use format and underwent consultation with agencies who regularly engage with service users.
4. This referral system has initially been sent to all services managers in Housing, Children's Social Care, Adult's Social Care, City of London Police – Public Protection Unit and Community Policing, Health representatives, Westminster Drug Project, local Community & Voluntary Sector victim services and community support services and pan-London services.
5. The only service that does not need to comply with the referral system is the GP surgery because they already have a disclosure referral system in place through the City & Hackney commissioned Iris Programmeⁱ delivered by the Nia Project.

6. Further communication work will be done with the referral pathway, notably in 2016 during 16 Days of Action, the Corporation HR domestic abuse awareness campaign and the Christmas Campaign. Here, officers and services will be made aware of the importance of access to support when people are experiencing and perpetrating domestic abuse.

Children and domestic abuse

7. Work has begun on producing a Children and Domestic Abuse Policy, detailing how the Corporation will respond effectively to safeguard and care for children experiencing domestic abuse.
8. The policy will detail the importance of understanding the needs of children and how to provide the most appropriate therapeutic care.
9. A whole-family approach will be used, whereby the Corporation works with all family members to support children and their parent experiencing domestic abuse alongside providing a responsive programme to perpetrators. Children's Social Care has identified a programme to spot-purchase from Tower Hamlets.
10. The programme, Positive Change, works with perpetrators, victims and children (separate workers for each) to help perpetrators understand the impact of their behaviour and take responsibility alongside supporting victims and their children.
11. Training has been identified to support staff in understanding how to talk through the positive outcomes of programmes with perpetrators. The Children's Social Care team, along with others, will receive this training.
12. A new social worker has been recruited with specialist knowledge and experience working with families who are experiencing domestic abuse. They will work alongside existing social workers in Children's, and Adult's, Social Care to support staff and up-skill them in their awareness of how to engage and support people experiencing or perpetrating domestic abuse.
13. Additionally, the Vulnerable Victim Advocate now comes to the Children's Social Care Team every two weeks identify where she can offer independent support and advice for victims of domestic abuse alongside the social workers engagement with parents and children.

Violence against women and girls strategy

14. The consultation on the detail outlined in the City of London Violence Against Women and Girls Strategy went out for a second consultation during August due to a low number of responses from the initial consultation.
15. More detail was added to the second draft to emphasise the priorities for the Safer City Partnership in its response, for example its focus on the impact on children affected by domestic abuse.

16. A number of responses were received by the September deadline. The strategy will be updated ready for sign off later in the year.

Name of the strategic forum

17. The naming of the strategic Forum went out for a second consultation with Forum members being given the option of voting for their preferred choice. The options for the name being:

- a. Remain with the same name
- b. Domestic abuse and sexual violence forum
- c. Violence against women and girls forum

18. The deadline for the consultation was 1 September. There were nine responses to the consultation, as noted below:

Name option	Votes
Remain with the same name	3
Domestic abuse and sexual violence forum	5
Violence against women and girls forum	1

19. From this, the new name for the Forum will be the 'City of London Domestic Abuse and Sexual Violence Forum'. The Terms of Reference will be amended accordingly.

MARAC update

20. There have been 8 MARAC cases, involving 11 children since the last Safer City Partnership Committee. Within these, four cases were repeat MARAC cases:

21. Two cases from previous MARAC's – one in the City in 2015 and the other from another borough in 2015. The other two cases had to be reheard due to complexity and the need for more information. All cases were risk managed and appropriate support allocated.

22. Members of the City of London MARAC will be invited to training in November, to be delivered by Safe Lives as part of our on-going commitment to a robust response to high risk victims of domestic abuse and their children.

Review of the strategic action plan

23. As the current action plan will be complete in April 2017, the Forum will be holding consultation workshops and reviewing data to understand the key focus areas to address in the coming two years.

24. Having the Violence Against Women and Girls Strategy will steer the focus, widening the brief of the strategic action plan beyond a sole-focus on domestic abuse.
25. The plan will include the action plan from the Case Review Following a Serious Incident. The Forum will co-ordinate the delivery of the recommendations from the Review, reporting to the Safer City Partnership via the Forum quarterly report.

Awareness raising campaign

26. In November and December we will be seeking member support in 16 Days of Action to raise awareness of domestic abuse. The Community Safety Team and its partners in the Police, the Department for Community and Children's Services, Housing, Health and the Community and Voluntary Sector will be engaging with residents, workers and visitors so they will have more information on what to do if they are experiencing, or want help to stop perpetrating, domestic abuse.
27. The engagement programme will be used for a variety of activities:
- a. Internally to showcase the Corporation HR Domestic Abuse Policy and help staff to have more information
 - b. E-media such as Twitter and podcasts will be used to showcase services on offer to support victims and their children.
 - c. Workshops will be available for City businesses to help them to deliver internal campaigns and review their HR policies
 - d. Information in resident newsletters and community spaces
28. The campaign runs into December and will blend with the Christmas Campaign, highlighting the importance of staying safe during the festive season. Information will be made available to those celebrating on how to get support if they experience or perpetrate domestic abuse and sexual violence.

For more information on any matters in this paper contact Robin Newman, Domestic Abuse Co-ordinator & Community Safety Officer:

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ⁱ The Iris Programme is run across the UK providing women access to specialist domestic abuse services. In the City, the commissioned support service is the Nia Project.

Committee(s)	Dated:
Safer City Partnership Group	23 September 2016
Subject: Case Review Following a Serious Incident: conclusion	Public
Report of: David MacKintosh Community Safety Manager	For Decision

Summary

In October 2015 a City resident died whilst in a relationship. The victim was also an employee of the Corporation. Due to the nature of the incident the City of London Police launched an investigation.

Using the definition and guidance set by the Home Office the decision was made by the Chairman of the SCP to initiate a Domestic Homicide Review (DHR).

The protocol for a DHR ceased to apply in June 2016 and the name of the Panel changed to Case Review Following a Serious Incident.

The Committee are asked to:

- a) Read the Case Review Following a Serious Incident report
- b) Agree the action plan for implementing learning from the Review, detailed in Appendix 1
- c) Review and sign off the DHR toolkit for how SCP agencies will respond in the tragic event of a domestic homicide, detailed in Appendix 2.

Main Report

1. The Review began on 23 February 2016. There were subsequent meetings on 19 April 2016 and 16 June 2016.
2. At the Panel meeting on 16 June 2016, City of London Police informed the Chair and Panel members that the individual who had been subject to criminal investigation had been released from bail, and charges would not be made against any individual in relation to the victim's death. As a result the Domestic Homicide Review process was closed.
3. In July 2016, the Review Panel changed the name of the Panel to Case Review Following a Serious Incident, after charges of murder were dropped.
4. As the Panel had already identified clear learning outcomes through a draft of the Overview Report, Panel members decided to continue with the Review and extract the learning recommendations.

5. The Review Panel meetings concluded in August 2016 with the Case Review report written independently by an Associate DHR Chair from Standing Together Against Domestic Violence.
6. The report will be the responsibility of the Safer City Partnership. An action plan has been created from the recommendations, outlined in Appendix 1. The action plan will be integrated into the City of London Domestic Abuse Forum Strategic Action Plan for delivery.
7. Progress on the action plan will be reported to the Safer City Partnership within six months of being approved by the Partnership.
8. The report will be available for members to read by appointment, arranged with the Head of Community Safety.

DHR Toolkit

9. Alongside the Case Review Following a Serious Incident Report, the Committee have been presented with a reviewed and renewed Safer City Partnership DHR Toolkit.
10. The Toolkit is for all agencies in the Safer City Partnership to sign up to, and follow, in the event of a Domestic Homicide.
11. Members of the Safer City Partnership are to be made fully aware of the initial process outlined in the toolkit.
12. This focuses on City of London Police informing the Assistant Town Clerk, in their capacity of Director of Community Safety, of an incident within 24 hours to enable the Chair of the Safer City Partnership to be briefed for making the decision on whether to conduct a Domestic Homicide Review.

Decisions

13. The Committee are asked to:
 - a) Read the Case Review Following a Serious Incident Executive Summary
 - b) Agree the action plan for implementing learning from the Review, detailed in Appendix 1 of the report
 - c) Review and sign off the DHR toolkit for how SCP agencies will respond in the tragic event of a domestic homicide, detailed in Appendix 2.

For more information on any matters in this paper contact:

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Appendix 1: Safer City Partnership Action Plan

Recommendation	Scope of recommendation i.e. local or regional	Action to take <i>How exactly is the relevant agency going to make this recommendation happen?</i> <i>What actions need to occur?</i>	Lead Agency	Key milestones in enacting the recommendation <i>Have there been key steps that have allowed the recommendation to be enacted?</i>	Target Date	Date of Completion and Outcome
<p>1. Victim Support, City of London Police and the City of London Corporation Domestic Abuse Coordinator to agree a process for domestic abuse referrals from Police to Victim Support.</p>	Local	<ul style="list-style-type: none"> • Process to be designed and instilled in Victim Support and City of London Police allowing all referrals to the Vulnerable Victim Advocate (VVA) when consent is given. • Internal communications within CoLP on the role of the VVA and what services can be offered to all victims of domestic abuse, sexual violence and hate crime • Standard Operating Procedure for CoLP officers relating to Vulnerable Victim Advocate • Quality assurance mechanism will involve monitoring cases referred to Victim Support from CoLP at three months, six months and twelve months to ensure action is embedded as standard practice 	Victim Support, City of London Police	<ul style="list-style-type: none"> • Identify if any cases are continuing to be referred to Victim Support Victim Care Unit that could be referred to the VVA • Understand what happens to cases which don't give consent to be referred to independent services and how many people per year this is. • Standard Operating Procedure written and communicated to all officer and staff in CoLP • Promotion of VVA role during 16 Days of Action campaign internally within CoLP and CoLC, as well as wider public • Quality assurance reports sent to Domestic Abuse Forum for review and then to Safer City Partnership via the Forum quarterly report 	February 2017	
<p>2. City of London Police to do a dip sample audit of withdrawal</p>	Local	<ul style="list-style-type: none"> • Every quarter, dip sample withdrawal statements 	City of London	<ul style="list-style-type: none"> • Establish criteria for carrying out dip sampling 	March 2017	

Recommendation	Scope of recommendation i.e. local or regional	Action to take <i>How exactly is the relevant agency going to make this recommendation happen?</i> <i>What actions need to occur?</i>	Lead Agency	Key milestones in enacting the recommendation <i>Have there been key steps that have allowed the recommendation to be enacted?</i>	Target Date	Date of Completion and Outcome
<p>statements to ensure that they have all been taken by PPU Officers where this was practical and possible (given work schedules and prioritising victim requests).</p> <p>To identify what action is (or should be) taken when PPU Officers have concerns over the victim's safety when withdrawal statements are made.</p> <p>To make a report on the findings to the Safer City Partnership, via the Domestic Abuse Forum.</p>		<ul style="list-style-type: none"> made by people experiencing domestic abuse Report made to Domestic Abuse Forum on the course of action taken if statement withdrawn 	Police	<ul style="list-style-type: none"> Report learning from sampling to the Safer City Partnership via the Domestic Abuse Forum Number of individuals who have withdrawn statements to be reported to Domestic Abuse Forum 		
<p>3. When Victim Support report to the Safer City Partnership on the progress of their recommendations, to include in those reports the outcomes of the recommendations and their effectiveness (or what further action is being taken if not effective).</p>	Local	<ul style="list-style-type: none"> Reporting matrix to be produced to accompany quality assurance process designed by Victim Support detailing: <ul style="list-style-type: none"> - where referrals come from - numbers of direct referrals - those from the Victim Support Victim Care Unit. 	Victim Support	<ul style="list-style-type: none"> Figures delivered to Domestic Abuse Forum (Hate Crime figures to City Community MARAC) as part of a wider delivery of statistics relating to domestic and sexual violence in the City for review 	February 2017	
<p>4. Domestic Abuse Forum to hold a discussion on which agencies collect, and use, individual's email addresses when they are known to be victims/survivors of domestic abuse.</p>	Local	<ul style="list-style-type: none"> Safe communication methodology with victims, children and perpetrators to be added as a learning workshop to Domestic Abuse Forum schedule 	City of London Domestic Abuse Forum	<ul style="list-style-type: none"> Domestic Abuse Forum workshop bringing together local specialist services methods of safe communication 	March 2017	

Recommendation	Scope of recommendation i.e. local or regional	Action to take <i>How exactly is the relevant agency going to make this recommendation happen?</i> <i>What actions need to occur?</i>	Lead Agency	Key milestones in enacting the recommendation <i>Have there been key steps that have allowed the recommendation to be enacted?</i>	Target Date	Date of Completion and Outcome
5. To agree a common, safe, approach to the use of victim's email addresses for contact.	Local	<ul style="list-style-type: none"> • Agree within services a standardised safe communication methodology • Promote communication methodology to all City services and add to criteria for commissioned services 		<ul style="list-style-type: none"> • Practical 'how to' guide written and promoted to local agencies • Guidance on safe communication added to all commissioned services guidance • Good practice guidance added to City of London MARAC Protocol 		
<p>6 Page 59</p> <p>Homelessness and Rough Sleeping Team to share the learning from this Review (anonymously) that, where the Team becomes aware that an individual is at risk from a perpetrator of domestic abuse, that staff take action in relation to that individual's safety: through contact with Police, other Corporation departments, or the Corporation Domestic Abuse Coordinator.</p>	Local	<ul style="list-style-type: none"> • Staff will use the City of London Domestic Abuse Disclosure Referral Pathway to ensure victims of domestic abuse and perpetrators are responded to consistently. 	Department of Community and Children's Services	<ul style="list-style-type: none"> • Team meeting involving Domestic Abuse Co-ordinator and VVA to talk through the learning of this review 	January 2017	
7. Domestic Abuse Forum to review the ways in which its members can identify, 'flag' (i.e. mark on their systems) and respond to repeat victims; and to report to the Safer City Partnership on any actions taken as a result of the review.	Local	<ul style="list-style-type: none"> • Link Safe Communication Workshop to be delivered at the Domestic Abuse Forum (action for Recommendation 4). The Forum will include repeat victim notification and how services record this in order to understand 	City of London Domestic Abuse Forum	<ul style="list-style-type: none"> • Best practice guidance created and communicated to agencies and departments, including Human Resources in CoLC, CoLP and City businesses • Report to Safer City Partnership via quarterly report in March 2017 	March 2017	

Recommendation	Scope of recommendation i.e. local or regional	Action to take <i>How exactly is the relevant agency going to make this recommendation happen?</i> <i>What actions need to occur?</i>	Lead Agency	Key milestones in enacting the recommendation <i>Have there been key steps that have allowed the recommendation to be enacted?</i>	Target Date	Date of Completion and Outcome
		good practice and develop consistent guidance to be promoted and used in the City				
<p>8. Safer City Partnership to ensure that the planned work to engage local businesses on their response to domestic abuse, incorporates the learning from this review in relation to the need for specific domestic abuse Human Resources policies that also include responses to agency staff.</p>	Local	<ul style="list-style-type: none"> Involve City businesses and Human Resources in 16 Days of Action campaign Produce guidance for businesses to create robust and responsive domestic abuse policies Produce information for businesses on the Referral Pathway for domestic abuse in the City and links to services, explaining their function 	City of London Domestic Abuse Forum	<ul style="list-style-type: none"> Contact lists created with City businesses for distributing information Information on services and campaign information designed specifically aimed at City workers Information distributed and follow up evaluation sent to HR to quality assure impact of campaign 	January 2017	
<p>9. Safer City Partnership to establish the demographics of the resident population, and review planned communication materials and messages to ensure that messages are developed that are inclusive of the perspectives and needs of minority ethnic populations.</p> <p>To utilise existing research, and specialist service expertise, to support this.</p>	Local	<ul style="list-style-type: none"> Using local and national data to develop map of demographics in the City Review campaign material to make sure it is accessible to the needs and languages related to the City's populations 	Community Safety Team	<ul style="list-style-type: none"> Mapping of demographics to be included in the City of London VAWG Strategy Demographic information and accessibility needs embedded in support information by DAF engagement subgroup when producing materials and media. 	March 2017	

Recommendation	Scope of recommendation i.e. local or regional	Action to take <i>How exactly is the relevant agency going to make this recommendation happen?</i> <i>What actions need to occur?</i>	Lead Agency	Key milestones in enacting the recommendation <i>Have there been key steps that have allowed the recommendation to be enacted?</i>	Target Date	Date of Completion and Outcome
<p>10. Existing and new City of London Corporation domestic abuse policies to include information on the barriers many people face in reporting domestic abuse, including not speaking English as a first language.</p> <p>To highlight to all practitioners that even if an individual appears to speak English well, they may still feel language as a barrier to full access to services, and that translation services should always be offered. For all departments to report to the Safer City Partnership on how their policies cover this.</p>	Local, with support from Pan-London and national agencies	<ul style="list-style-type: none"> Section on awareness of barriers to reporting domestic abuse to be added to all domestic abuse policies, including the recommendation relating to language 	Domestic Abuse Forum	<ul style="list-style-type: none"> Standardised text relating to barriers to reporting domestic abuse, including language, to be written and included in the City of London VAWG strategy, to be used in all existing and future policies. All service managers to review their domestic abuse policies to make sure text produced by Domestic Abuse Forum is included. 	March 2017	
<p>11. Domestic Abuse Forum to report to the Safer City Partnership on the implementation and outcome of the training for staff on supporting people with 'do it yourself' injunctions; and for the Domestic Abuse Forum to receive updates from City of London Police on the use of Domestic Violence Protection Notices and</p>	Local	<ul style="list-style-type: none"> DIY injunction training numbers, and where attendees are from, to be reported to Domestic Abuse Forum and Safer City Partnership, via quarterly report Domestic Abuse Coordinator to contact service managers to make sure staff are aware of training and its 	Community Safety Team; City of London Police	<ul style="list-style-type: none"> Through the quarterly report to the Safer City Partnership, the Domestic Abuse Forum will update membership on progress. 	March 2017	

Recommendation	Scope of recommendation i.e. local or regional	Action to take <i>How exactly is the relevant agency going to make this recommendation happen?</i> <i>What actions need to occur?</i>	Lead Agency	Key milestones in enacting the recommendation <i>Have there been key steps that have allowed the recommendation to be enacted?</i>	Target Date	Date of Completion and Outcome
Orders.		importance <ul style="list-style-type: none"> CoLP to update the Domestic Abuse Forum quarterly on the number of DVPN/Os issued in the City 				
<p>12. Safer City Partnership to ensure that the new Information Sharing Protocol covers the need for information sharing to be purposeful, documented, and for all those involved in a specific incident of information sharing to be clear on their role and what actions they are expected to complete following the information being shared.</p>	Local	<ul style="list-style-type: none"> Recommendation to be added to Safer City Partnership overarching Information Sharing Protocol as well as MARAC Information Sharing Protocol Information Sharing Protocol to be explained to services through a range of media including workshops 	Community Safety Team	<ul style="list-style-type: none"> Protocol update and guidance on why and how information sharing works in the City to be produced Community Safety Team to deliver a workshop, where the Information Sharing Protocol will be shared along with good practice guidance MARAC protocol to be updated and shared with partner agencies 	March 2017	

Appendix 2: Process for establishing a Domestic Homicide Review

Introduction

A Domestic Homicide Review is defined as:

“a review of the circumstances in which the death of a person aged 16 or over has, or appears to have, resulted from violence, abuse or neglect by:

(a) a person to whom he was related or with whom he was or had been in an intimate personal relationship, or

(b) a member of the same household as himself, held with a view to identifying the lessons to be learnt from the death.”¹

The Community Safety Team plays a key role by initiating a DHR and utilising their local contacts to establish a multi-agency review panel. The review will help identify and improve the way in which local professionals and organisations work individually and together to better protect and safeguard victims of domestic abuse.

Overall responsibility and ownership for establishing a review requires high level governance and will sit at the most senior level within police and the local authority area. Home Office guidance states the local Community Safety Partnership will take the lead on the process.

The purpose of a domestic homicide review is to:

- Establish what lessons are to be learned from the case about the way in which local professionals and organisations work individually and together to safeguard victims.
- Identify clearly what those lessons are both within and between agencies, how and within what timescales they will be acted on, and what is expected to change as a result; and
- Improve intra and inter-agency working and so better protect and safeguard victims of domestic abuse.

Domestic homicide reviews are not inquiries into how the victim died or into who is culpable. The aim should be to focus on agency and multi-agency accountability, intervention and expectations of good professional practice, rather than look at individual actions or any attribution of blame.

¹ https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/97881/DHR-guidance.pdf, Home Office, 2011

Process

Following a domestic homicide, the City of London Police will inform the Community Safety Team via the Assistant Town Clerk (in their capacity as Lead for Community Safety in the City) within 24 hours.

The Community Safety Team will be notified and an initial meeting will take place between the following:

Assistant Town Clerk
Community Safety Manager
Commander, City of London Police
Senior Policy Officer, Police Authority
Director of Department of Community and Children's Services
Assistant Director (People's Services)
Assistant Director (Housing)
Senior Investigating Officer, City of London Police
Domestic Abuse Co-ordinator
Administrator

The details of the homicide will be discussed to see if they fit the definition of a Domestic Homicide.

The Chair of the Safer City Partnership will be notified by the Community Safety Manager. A template letter for contacting the Chair of the Safer City Partnership can be found in Appendix 1.

The chairman of the Safer City Partnership (SCP) is responsible for:

- establishing whether a case is to be the subject of a domestic homicide review by applying the definition set out above
- the final decision on whether a review should be conducted. This decision should be taken in consultation with local partners with an understanding of the dynamics of domestic violence.

Confirmation of a decision to review, as well as a decision not to review a homicide, will be sent in writing to the Home Office domestic homicide review enquiries inbox: DHRENQUIRIES@homeoffice.gsi.gov.uk

In the event that a review is required, the Safer City Partnership will follow the process detailed in Appendix 2, establishing a panel and commissioning an independent Chair.

The statutory guidance decides on the membership of the Panel and for the City of London, this is detailed in Appendix 3.

The independent Chair and their administrative team will organise all meetings, alongside the assistance of the Community Safety Team, and will prepare the final

Overview Report enabling the Community Safety Team to use this to create an action plan which will be the responsibility of the Safer City Partnership.

A list of potential independent DHR Panel Chairs can be found in Appendix 4.

Terms of reference will need to be created, identifying the scope of the review and the timescales to be looked at. This will be led by the Chair of the DHR Panel. An example Terms of Reference from Standing Together Against Domestic Violence is given in Appendix 5.

The Review will be led by the Assistant Town Clerk, in their capacity as the Lead for Community Safety in the City.

Senior Officers involved must ensure they are familiar with the guidance and have undertaken the online training tool. Members of the full panel, once established, will also be required to undertake the training.

Online training package: <http://www.homeoffice.gov.uk/publications/crime/domestic-homicide-review/>

All agencies that have worked or come into contact with the victim will be asked to conduct an Individual Management Review, detailing all work and communication they had. A chronology will be created using the timeframes established in the terms of reference in the first DHR Panel meeting. The Individual Management Review template will be provided by the DHR Panel Chair and their administrative team.

The DHR Panel Chair and their team will speak with all parties involved including the alleged or actual perpetrator and family of the victim. The Chair will also use the IMRs to identify the key learning points and bring these together in an Overview Report.

An action plan will be created from the Overview Report and signed off by the Safer City Partnership. Its delivery will be the responsibility of the Community Safety Team.

Appendix 1: Letter to Chair of Safer City Partnership regarding decision on conducting a Domestic Homicide Review

Dear [insert name of Chair],

I am writing to you to request a decision on whether the Safer City Partnership responds to a recent death of a city resident in a relationship by agreeing to a Domestic Homicide Review.

The resident died [insert criteria for DHR – see definition below] and we have confirmation from the City of London Police they are investigating this as a murder.

A Domestic Homicide Review is defined by the Home Office as:

“a review of the circumstances in which the death of a person aged 16 or over has, or appears to have, resulted from violence, abuse or neglect by

(a) a person to whom he was related or with whom he was or had been in an intimate personal relationship, or

(b) a member of the same household as himself, held with a view to identifying the lessons to be learnt from the death.”

The purpose of a Domestic Homicide Review is to:

- Establish what lessons can be learned about the way in which professionals and organisations work individually and together to safeguard victims
- Identify clearly what those lessons are both within and between agencies, how and within what timescales they will be acted on, and what is expected to change as a result; and
- Improve intra and inter-agency working and so better protect and safeguard people experiencing of domestic abuse

Overall responsibility and ownership for establishing a Domestic Homicide Review requires high level governance and must sit at the most senior level within Police and the Community Safety Team.

Home Office guidance and the local Community Safety Partnership take the lead and administration of the process.

The chairman of the Safer City Partnership (SCP) is responsible for:

- Establishing whether a case is to be the subject of a domestic homicide review by applying the definition set out by the Home Office

- The final decision on whether a review should be conducted. This decision should be taken in consultation with local partners with an understanding of the dynamics of domestic violence.

This decision should be taken in consultation with local partners with an understanding of the dynamics of domestic abuse.

Based on this information and the information disclosed in previous communications, would you agree to the recommendation that the Safer City Partnership proceeds with the completion of a Domestic Homicide Review?

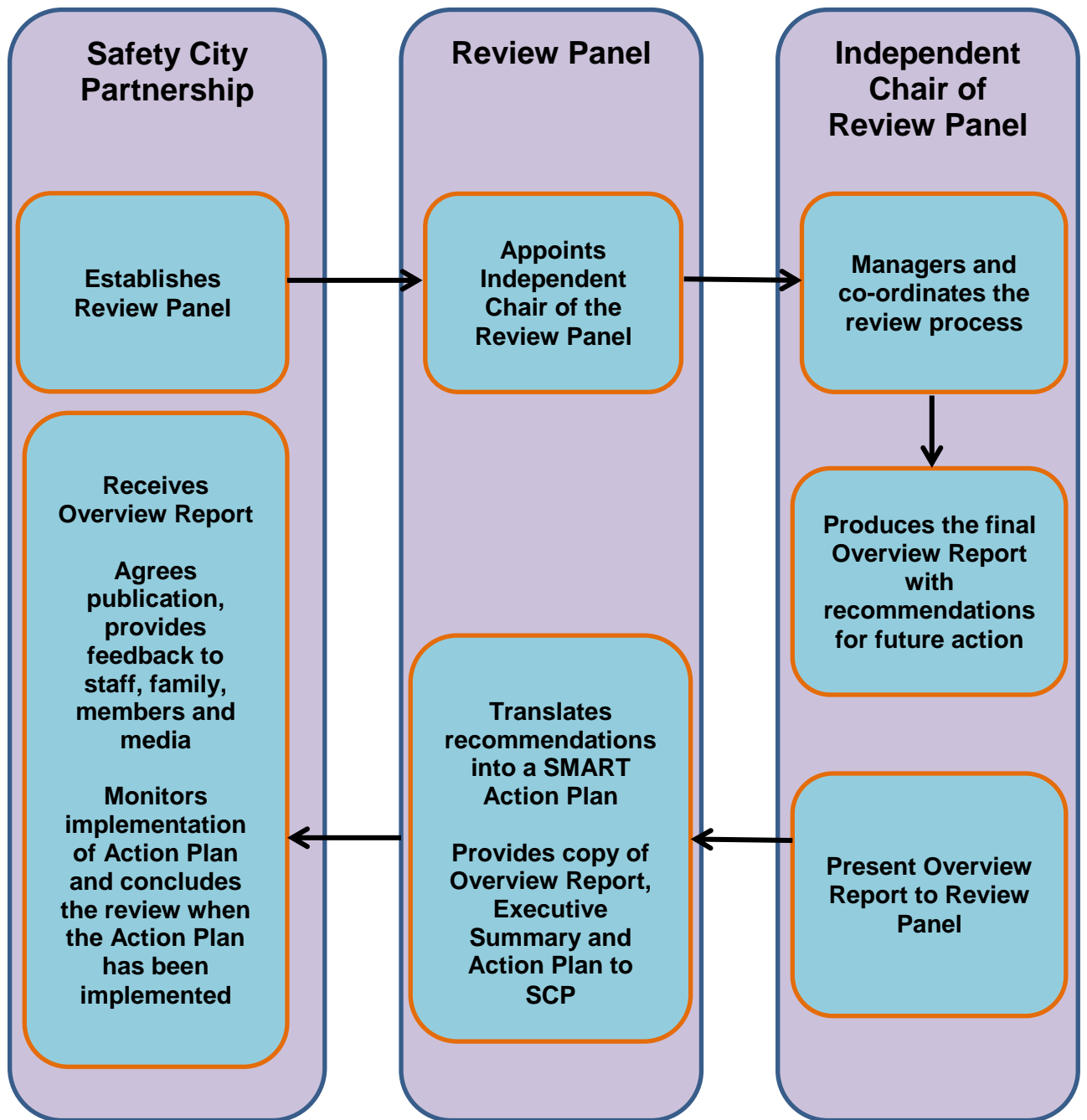
Confirmation of a decision to review, or a decision not to review a homicide, will be sent in writing to the Home Office.

I have attached the Safer City Partnership Domestic Homicide Review Protocol and the Home Office guidelines.

Yours sincerely

David MacKintosh
Community Safety Manager

Appendix 2: Overview of the City of London Domestic Homicide Review process and Panel responsibilities



(Taken from: Multi-agency Statutory Guidance for the Conduct of Domestic Homicide Reviews: www.gov.uk/government/uploads/system/uploads/attachment_data/file/209020/DHR_Guidance_refresh_HO_finaI_WEB.pdf)

Appendix 3: City of London Domestic Homicide Review Panel membership

Representative agency	Named lead
City of London Corporation	<p>Peter Lisley, Assistant Town Clerk</p> <p>Chris Pelham, Assistant Director (People's Services)</p> <p>Jacque Campbell, Assistant Director (Housing)</p> <p>David MackIntosh, Community Safety Manager</p> <p>Robin Newman, Domestic Abuse Coordinator</p>
City of London Police	Murder Investigation Team – David Evans, Senior Investigation Officer
Clinical Commissioning Group	Name to be obtained via Chief Officer Paul Haigh – Paul.Haigh@nhs.net
Probation Trust	Name to be obtained from Kate Cinamon Kate.Cinamon@probation.gsi.gov.uk
NHS England	Name to be obtained from ENGLAND.LondonInvestigations@nhs.net
Victim Support	Name to be obtained via Molly Blackburn, Senior Service Delivery Manager covering The City Molly.Blackburn@victimsupport.org.uk

Appendix 4: List of independent DHR Panel Chairs

Name	Contact via	Email	Area of London recommended from
Althea Cribb	Nicola Jacobs, Standing Together	n.jacobs@standingtogether.org.uk	East
Catherine Kane	Shan Kilby (VAWG Coordinator LB Enfield)	shan.kilby.sa@enfield.gov.uk	North
Gaynor Mears OBE	Shan Kilby (VAWG Coordinator LB Enfield)	shan.kilby.sa@enfield.gov.uk	North
Victoria Hill	Directly	expert@victoria.hill.org.uk	North
Stav Yiannou	Directly	Stav.Yiannou@essex.gov.uk	North
Gaynor Mears	Directly	gaynormearsconsultancy@yahoo.co.uk	North
Neil Blacklock	Directly	Neil.Blacklock@respect.uk.net	North
Hilary McCollum	Rachel Nicholas	Rachel.Nicholas@camden.gov.uk	North
Laura Croom	Nicola Jacobs, Standing Together	n.jacobs@standingtogether.org.uk	West
Bill Griffiths	Tony Hester	tonyhester@sancussolutions.co.uk	West

Appendix 5: Domestic Homicide Review Terms of Reference

This Domestic Homicide Review is being completed to consider agency involvement with [name of perpetrator] following the death of [name of victim] on [insert date]. The Domestic Homicide Review is being conducted in accordance with Section 9(3) of the Domestic Violence Crime and Victims Act 2004.

Purpose

1. Domestic Homicide Reviews (DHR) place a statutory responsibility on organisations to share information. Information shared for the purpose of the DHR will remain confidential to the panel, until the panel agree what information should be shared in the final report when published.
2. To review the involvement of each individual agency, statutory and non-statutory, with VM and AG during the relevant period of time [date] to [date] (inclusive). To summarise agency involvement prior to [date].
3. To establish whether there are lessons to be learned from the case about the way in which local professionals and agencies work together to identify and respond to disclosures of domestic abuse.
4. To identify clearly what those lessons are, how they will be acted upon and what is expected to change as a result.
5. To improve inter-agency working and better safeguard adults experiencing domestic abuse and not to seek to apportion blame to individuals or agencies.
6. To commission a suitably experienced and independent person to:
 - a) chair the Domestic Homicide Review Panel;
 - b) co-ordinate the review process;
 - c) quality assure the approach and challenge agencies where necessary; and

- d) produce the Overview Report and Executive Summary by critically analysing each agency involvement in the context of the established terms of reference.
- 7. To conduct the process as swiftly as possible, to comply with any disclosure requirements, panel deadlines and timely responses to queries.
- 8. On completion present the full report to the City of London's Safer City Partnership.

Membership

- 9. It is critical to the effectiveness of the meeting and the DHR that the correct management representatives attend the panel meetings. Agency representatives must have knowledge of the matter, the influence to obtain material efficiently and can comment on the analysis of evidence and recommendations that emerge.
- 10. The following agencies are to be on the Panel [amend as appropriate]:
 - a) Clinical Commissioning Group
 - b) Community Health Services (e.g. health visiting)
 - c) General Practitioner for the victim and [alleged] perpetrator
 - d) Hospital
 - e) Local Authority Adult Social Care Services
 - f) Local Authority Children's Social Care Services
 - g) Local Authority Community Safety
 - h) Local Authority Education Services and/or School(s)
 - i) Local Authority Housing services
 - j) Local domestic violence specialist service provider e.g. Women's Aid / IDVA
 - k) Mental Health Trust
 - l) NHS England
 - m) Police (Borough Commander or representative, Senior Investigating Officer (for first meeting only) and IMR author)
 - n) Prison Service
 - o) Probation Service
 - p) Substance misuse services

q) Victim Support

11. The Panel recognise that the particular issues in this case are [insert] and therefore [insert] will [be invited to] act as experts on this area to advise the Panel.

12. [If there are other investigations or inquests into the death, the panel will agree to either:

- a) run the review in parallel to the other investigations, or
- b) conduct a coordinated or jointly commissioned review - where a separate investigation will result in duplication of activities.]

Collating evidence

13. Each agency to search all their records outside the identified time periods to ensure no relevant information was omitted, and secure all relevant records.

14. Chronologies and IMRs will be completed by the following organisations known to have had contact with VM and AG during the relevant time period, and produce an Individual Management Review (IMR):

- a) [insert]

15. Further agencies may be asked to completed chronologies and IMRs if their involvement with VM and AG becomes apparent through the information received as part of the review.

16. Each IMR will:

- a) set out the facts of their involvement with VM and/or AG
- b) critically analyse the service they provided in line with the specific terms of reference
- c) identify any recommendations for practice or policy in relation to their agency
- d) consider issues of agency activity in other areas and review the impact in this specific case

17. Agencies that have had no contact should attempt to develop an understanding of why this is the case and how procedures could be changed within the partnership which could have brought VM and AG in contact with their agency.

Analysis of findings

18. In order to critically analyse the incident and the agencies' responses to VM and/or AG, this review should specifically consider the following points:

- a) Analyse the communication, procedures and discussions, which took place within and between agencies.
- b) Analyse the co-operation between different agencies involved with VM / AG [and wider family].
- c) Analyse the opportunity for agencies to identify and assess domestic abuse risk.
- d) Analyse agency responses to any identification of domestic abuse issues.
- e) Analyse organisations' access to specialist domestic abuse agencies.
- f) Analyse the policies, procedures and training available to the agencies involved on domestic abuse issues.
- g) [Add specific issues to the case]

Liaison with the victim's family and [alleged] perpetrator

19. Sensitively attempt to involve the family of VM in the review, once it is appropriate to do so in the context of on-going criminal proceedings. The chair will lead on family engagement with the support of [insert, e.g. Police or Victim Support Homicide Service].

20. Invite AG to participate in the review, following the completion of the criminal trial.

21. Co-ordinate family liaison to reduce the emotional hurt caused to the family by being contacted by a number of agencies and having to repeat information.

22. [Coordinate with any other review process e.g. those concerned with the child/ren of the victim and/or alleged perpetrator.]

Development of an action plan

23. Individual agencies to take responsibility for establishing clear action plans for the implementation of any recommendations in their IMRs. The Overview Report will make clear that agencies should report to the Community Safety Partnership on their action plans within six months of the Review being completed.

24. Community Safety Partnership to establish a multi-agency action plan for the implementation of recommendations arising out of the Overview Report, for submission to the Home Office along with the Overview Report and Executive Summary.

Media handling

25. Any enquiries from the media and family should be forwarded to the Community Safety Partnership who will liaise with the chair. Panel members are asked not to comment if requested. The Community Safety Partnership will make no comment apart from stating that a review is underway and will report in due course.

26. The Community Safety Partnership is responsible for the final publication of the report and for all feedback to staff, family members and the media.

Confidentiality

27. All information discussed is strictly confidential and must not be disclosed to third parties without the agreement of the responsible agency's representative. That is, no material that states or discusses activity relating to specific agencies can be disclosed without the prior consent of those agencies.

28. All agency representatives are personally responsible for the safe keeping of all documentation that they possess in relation to this DHR and for the secure retention and disposal of that information in a confidential manner.

29. It is recommended that all members of the Review Panel set up a secure email system, e.g. registering for criminal justice secure mail, nhs.net, gsi.gov.uk, pnn or GCSX. Documents to be password protected.

Disclosure

30. Disclosure of facts or sensitive information may be a concern for some agencies.

We manage the review safely and appropriately so that problems do not arise and by not delaying the review process we achieve outcomes in a timely fashion, which can help to safeguard others.

31. The sharing of information by agencies in relation to their contact with the victim and/or the [alleged] perpetrator is guided by the following:

- a) Human Rights Act: information shared for the purpose of preventing crime (domestic abuse and domestic homicide), improving public safety and protecting the rights or freedoms of others (domestic abuse victims).
- b) Common Law Duty of Confidentiality outlines that where information is held in confidence, the consent of the individual should normally be sought prior to any information being disclosed, with the exception of the following relevant situations – where they can be demonstrated:
 - i) It is needed to prevent serious crime
 - ii) there is a public interest (e.g. prevention of crime, protection of vulnerable persons)