

| <b>Committee(s):</b>   | <b>Date(s):</b> | <b>Item no.</b>     |
|--|-----------------|---------------------|
| Port Health and Environmental Services   | 30 June 2011    |                     |
| Licensing  | 18 July 2011    |                     |
| <b>Subject:</b><br>Memorandum of Understanding between the Department of Environmental Services and City of London Police  |                 | <b>Public</b>       |
| <b>Report of:</b><br>Director of Environmental Services  |                 | <b>For Decision</b> |
| <p style="text-align: center;"><b><u>Summary</u></b></p> <p>The Department of Environmental Services (DES) enforces a wide range of legislation, some of which overlaps with City of London Police (CoLP) activities. Both organisations have field officers who routinely visit premises and patrol the City's streets. There is, therefore, a need for integrated enforcement of premises and street based legislation throughout the City, as well as in relation to other criminal activity, such as economic crime.</p> <p>For many years DES senior management has held regular meetings with CoLP to coordinate enforcement and other matters. There has also been intermittent contact at different levels, but there are currently no formal arrangements in place at an operational level. The DES/CoLP Senior Management Group considers that a Memorandum of Understanding (MoU) that covers both general issues and key functions should be adopted to improve enforcement and provide a more integrated approach.</p> <p>This report outlines the rationale behind the MoU and the benefits that are anticipated by adopting it, as well as the arrangements for reviewing and updating it.</p> <p><b>Recommendations</b></p> <ul style="list-style-type: none"> <li>• I recommend that your Committee approves the Memorandum of Understanding between the Department of Environmental Services and City of London Police as attached in Appendix 1.</li> </ul> |                 |                     |

## **Main Report**

### **Background**

1. The Department of Environmental Services already enjoys a good working relationship with the City of London Police. In recent years, there has been a more joined up approach to the enforcement of premises and street based legislation particularly in relation to antisocial behaviour, licensed premises and illegal street trading.
2. Whilst some of the arrangements for liaison between DES and CoLP are already covered by documents and protocols established by the Safer City Partnership, there are other general issues and key functions of mutual interest that would benefit from a more formal arrangement.
3. The overriding aim of the Safer City Partnership is to reduce the level of crime, disorder, anti social behaviour and substance misuse in the Square Mile. It is currently reviewing these aims and also the way in which the various groups and panels that fall within its remit operate. This review should improve service delivery but there is still a need for a more formal arrangement between DES and CoLP. This will offer a seamless and wide ranging service to the public that provides a proportionate response to any illegal activities or incidents of an antisocial nature identified by either organisation.

### **Current Position**

4. Senior Management from DES and CoLP meet on a six monthly basis to consider strategic issues. There are also informal liaison arrangements between teams and individuals within each organisation. These cover both specific and general matters.
5. As far as licensed premises are concerned, DES and the CoLP work very closely together and this includes contributions from Environmental Health, the Planning and Transportation Department, British Transport Police, Parking Services, Safer City Partnership and the London Fire and Emergency Planning Authority. A monthly licensing liaison partnership meeting is hosted by DES that enables close cooperation between the above Departments and organisations.

## **Options**

6. During 2010 the Senior Management Group considered how improvements could be made to the arrangements for the enforcement of legislation covered by DES and CoLP. It was agreed that a Memorandum of Understanding (MoU) that covered both general issues and key functions should be drafted to improve enforcement and provide a more integrated approach. The MoU outlines further procedures and protocols that need to be put in place at an operational level.
7. The MoU was drafted by the Environmental Health and Public Protection Director and Chief Superintendents from CoLP. It has been endorsed by the Senior Management Group, and if approved by your Committee will be reviewed on a six monthly basis by this Group, and every three months at an operational level.
8. There are two options available to your Committee:
  - a. Do nothing – in which case the current informal arrangements would continue.
  - b. Approve the draft MoU that may be found at Appendix 1.

## **Proposals**

9. I recommend option (b): that your Committee approves the MoU between DES and CoLP.
10. The benefits of adopting this MoU are that:
  - It demonstrates a clear commitment to partnership working for the benefit of City residents, workers and visitors;
  - There will be a more integrated approach to enforcement;
  - Resources will be deployed more efficiently and effectively;
  - There will be a greater awareness in DES and CoLP of the enforcement responsibilities of each organisation and who should be contacted if contraventions are identified.

## **Financial and Risk Implications**

11. There are no direct financial implications in adopting the MoU, but at a time when public services are under scrutiny, if the City is unable to

demonstrate a joined-up approach, this could lead to criticism from the residential and business communities.

## **Strategic Implications**

12. The MoU supports two of the five themes of the City Together strategy:

The heart of a world class city which.....

- ....Supports our communities; specifically the aim:
  - to improve peoples health, safety and welfare in the City's environment through proactive and reactive advice and enforcement activities.
- .....Is safer and stronger; specifically the aims:
  - to continue to ensure the City is a safe place in which to do business, work, visit, and live, and:
  - to minimise any aspect of the emerging night time economy which are detrimental to the City, whilst continuing to support a vibrant and culturally rich environment.

13. The MoU also supports one of the key policy priorities contained in the Corporate Plan 2011-15:

- KPP2 – seeking to maintain the quality of our public services whilst significantly reducing our expenditure and improving our efficiency.

14. One of the key objectives in the Environmental Health and Public Protection Business Plan is to complete the MoU with the CoLP, including the subsequent procedures and protocols, during 2011/12.

## **Consultees**

15. The City of London Police have been consulted and engaged in the preparation of the memorandum of understanding, and if approved by your committee the MoU will be signed on behalf of the CoLP by the Assistant Commissioner. The Chamberlain and the Safer City Partnership have also been consulted in the preparation of this report and their comments incorporated.

## **Conclusion**

16. There is a need to formalise arrangements for liaison, cooperation and operational issues both generally and in relation to specific functions undertaken by DES and CoLP. The MoU will improve existing arrangements and offer a better service to stakeholders in future.

## **Background Papers:**

### **Appendix 1 – Memorandum of Understanding between DES and CoLP**

#### **Contact:**

*Jon Averbs*

*020 7332 1603*

*jon.averbs@cityoflondon.gov.uk*