



## Crime & Disorder Scrutiny Committee

Members of the **Crime & Disorder Scrutiny Committee** of **Gravesham Borough Council** are summoned to attend a meeting to be held at the on **Tuesday, 17 March 2020 at 7.30 pm** when the business specified in the following agenda is proposed to be transacted.

S Walsh  
Service Manager (Communities)

### Agenda

#### Part A

#### Items likely to be considered in Public

1. Apologies
2. Minutes (Pages 3 - 8)
3. Declarations of Interest
4. To consider whether any items in Part A of the Agenda should be considered in private or any items in Part B in public
5. Protecting Vulnerable People and Strengthening Communities - Gravesham Vulnerability Panel (Pages 9 - 22)
6. Knife and Violent Youth Crime Scrutiny Review - Oral Update from the Review Sub-Committee ORAL UPDATE
7. Kent and Medway Police and Crime Panel - Link to Agenda
  - An Agenda Pack for the last Panel meeting (6 February 2020) has been published but the Minutes are not yet available.
  - Members may wish to look at the Agenda Pack by following the link:

<https://democracy.kent.gov.uk/documents/g8168/Public%20reports%20pack%2006th-Feb-2020%2014.00%20Kent%20and%20Medway%20Police%20and%20Crime%20Panel.pdf?T=10>

## 8. Exclusion

To move, if required, that pursuant to Section 100A (4) of the Local Government Act 1972 that the public be excluded from any items included in Part B of the agenda because it is likely in view of the nature of the business to be transacted that if members of the public are present during those items, there would be disclosure to them of exempt information as defined in Part 1 of Schedule 12A of the Act.

### **Part B**

#### **Items likely to be considered in private**

## 9. Crime & Disorder Strategic Assessment 2019

(Pages 23 - 96)

### **Members**

Cllr Steve Thompson (Chair)

Cllr Baljit Hayre (Vice-Chair)

Councillors:           Derek Ashenden  
                              Cllr Helen Ashenden  
                              Ejaz Aslam  
                              John Caller  
                              Aaron Elliott  
                              Brian Francis  
                              Gary Harding  
                              Nirmal Khabra  
                              Emma Morley  
                              Leslie Pearton  
                              Lauren Sullivan  
                              Frank Wardle

Substitutes:           To be notified

## Crime & Disorder Scrutiny Committee

Tuesday, 21 January 2020

7:30pm

### Present:

Cllr Steve Thompson (Chair)  
Cllr Baljit Hayre (Vice-Chair)

Cllrs:           Derek Ashenden  
                  Helen Ashenden  
                  Ejaz Aslam  
                  John Caller  
                  Aaron Elliott  
                  Brian Francis  
                  Gary Harding  
                  Nirmal Khabra  
                  Emma Morley  
                  Leslie Pearton  
                  Lauren Sullivan  
                  Frank Wardle

Simon Hookway	Assistant Director (Communities)
Kath Donald	Strategic Manager (CSU)
Sean Steer	Operational Manager (CSU)
Neil Loudon	Chief Inspector, Kent Police
Jackie Hyland	Choices (Domestic Abuse Services)
Ben Clarke	Committee & Scrutiny Assistant (Minutes)

### 72. Apologies

No apologies of absence were received.

### 73. Minutes

The minutes of the meeting held on Thursday, 10 October 2019 were signed by the Chair.

### 74. Declarations of Interest

No declarations of interest.

### 75. Step Change Project (Presentation followed by question and answer session)

The Committee received a presentation from Jackie Hyland, a representative of Choices which specialise in Domestic Abuse Services, informing them of the work of the project that supports victims of domestic abuse with complex needs and their children (please see supplementary).

Following the detailed presentation, Jackie Hyland fielded questions and comments from the Committee Members:

- Some victims of domestic abuse do not come forward as they think they will be judged negatively and others do not understand what is being offered or simply do not want to engage in any way
- Choices works in a multi-agency approach, signposting the services at schools and other agencies so that parents with struggling children and victims are more informed of the help that is available to people in their situations
- The refuge accommodation located in Gravesham and Dartford is designed for young women aged 18-25 who have been victims of domestic abuse; the accommodation is also suited to house their children if they have any
- Most often, schools or Early Help will refer domestic abuse victims to Choices as they do not want the help of social services. For a victim to receive help they must give their consent so if they refuse assistance from Early Help then they will refer them to Choices
- Young parents with children that are struggling are also helped by Choices as many children suffer from abusive relationships between their parents; in many examples the local schools have recognised arising issues and have contacted Choice's so that assistance can be offered to the families
- There is no time limit on the help given as the work is carried out in the long term; the only factor that plays into length of assistance given is the amount of funding that Choices receives every year
- Choices local accommodation can provide for a total of seventeen people including children.

The Chair asked Jackie Hyland what she thought the Committee and the Council as a whole could do to improve upon and aid the services offered by Choices.

In response, Jackie Hyland advised that:

- Finding funding was a constant issue as new funding had to be acquired every year; making the project sustainable without the need to monitor funding every year would greatly benefit the service as it could carry out its work without fear of the accommodation centres having to close
- Increased promotion of the services Choices offer through Council channels and further the understanding of the projects that are at work currently in Gravesham

Following a question regarding the funding of the project, the Strategic Manager (CSU) explained that:

- The project receives no funding from KCC; it is solely funded by a grant from the Ministry of Housing, Communities & Local Government at a cost of circa £68,000 per annum
- That sum covers the cost of a breadth of provision including staff pay, accommodation, phones, travel, DBS checks, training, materials and a slew of other running costs
- The project makes financial sense as the overall cost is vastly cheaper directing people to Choices rather than putting victims into the care of social services; Choices has cared for over 40 families at the cost of £68K whereas the cost of one child going into care is over twice that figure

The Chair thanked Jackie Hyland for the very informative presentation.

## 76. Town Centre Policing

The Committee received a verbal update from Chief Inspector Neil Loudon informing them on improved level of policing resources that have been introduced in Gravesend Town Centre since September 2019.

The Chief Inspector, Kent Police outlined the following key points to the Committee:

- For the past couple of years, Gravesend has had a dedicated team of two PCSO's who have had to rely on their emergency response colleagues with assistance in policing the Town Centre. However as of 07 October 2019 they have been joined by two PC's who are the Town Centre's new beat officers and they have been performing a fantastic job in Gravesend
- The Town Centre Policing team consisting of the two PC's and two PCSO's are also supported by the Safer Place Officers and the Strategic Manager's (CSU) team of Council Officers. Additionally the two PC's can call on their colleagues from surrounding areas to provide support with matters that require extra assistance
- The two new PC's have been approached daily by members of the public who have been reassured seeing a Police presence in the Town every day; that Police presence has also helped with crime prevention, acting as a deterrent to potential offenders
- They have forged extremely positive relationships with local businesses and have a connection to the GSAFE team as well as working with the probation team and Sanctuary in the Town Centre. Due to their relationships and presence in the Town, they acquire intelligence much more quickly and have been able to make a number of arrests from the information provided
- They start their day (which could be at any time due to different shift patterns) by checking the overnight crime for the Town Centre, check in with the Strategic Managers (CSU) team and then walk around the Town on foot. The general 'beat walk' would entail checking on the High Street, engaging with the public, collating victims statements, reassurance visits and intelligence gathering etc. They have already cleared up a lot of the crime in the Town Centre during the day as they are well attuned to where the habitual offenders are and have utilised intelligence from local business and CCTV to arrest anyone carrying out criminal acts
- They have been working with the British Transport Police and Gravesend Train Station to catch offenders using the trains to get into Gravesend from Medway and London
- With the two PC's tackling the low level crimes in Gravesend, it has allowed other officers to have more time responding to emergency 999 calls which previously might have been delayed due to those lower level crimes
- Due to the success of the patrols in the Town Centre, information has been received from residents and offenders themselves that Gravesend has become a very hard place for criminals.
- General anti-social behaviours such as street drinking, aggressive begging, fake homelessness and shoplifting has decreased in the Town, and the persistent offenders will hopefully receive court orders banning them from the Town Centre for up to five years
- Warrants have been executed, in conjunction with the Council, HMRC and Trading Standards, in premises that have been openly selling illegal tobacco and alcohol. There are a number of premises in Gravesend from which illegal tobacco and cigarettes have been seized on more than one occasion only for stocks to be

replenished in a matter of hours. Multi-agency work continues and actions that would have a longer-term impact are being considered.

- 'Stop and Search' will be utilised by Gravesham Police Officers as long as it is intelligence led; a search will always have due cause, be justified and proportionate.. It has already been used a number of times on offenders and various weapons have been seized including a samurai sword
- Due to the success of the implementation of the two PC's, the figures of reduced crime rates and the arrests will be published in the near future so that the residents of Gravesham can see all the changes that have been made and make them feel safer

The Committee were very impressed by the Chief Inspector's briefing and applauded the work of the officers for their success however the Chief Inspector was questioned whether or not there were similar plans in place to police the night time economy in the Town Centre.

The Chief Inspector, Kent Police agreed that the night time economy was another important aspect and there were plans in place to police it however he advised that he had to balance the shifts that his PCs carried out as it was important to have them working during the day to be seen by the public. There were already a team of officers that covered everywhere in Gravesham from Higham to Vigo but predominantly focused on Gravesend and Dartford Town Centres on Friday and Saturday nights. The Town Centre PCs will assist the night time officers but their main responsibilities will be focused on daytime activity when they can be most effective in apprehending the Town's prolific offenders.

The Committee raised further concern over the amount of trouble that occurs every weekend at the McDonalds branch on New Road and queried if there were any measures that could be taken against it.

The Chief Inspector, Kent Police advised that various venues had had their premises licences revoked before and the Police worked closely with Gravesend's late night premises to ensure everything ran smoothly. The owner of the Gravesend McDonalds franchise has proved helpful in the past and Inspector Craig West works with local premises to create a vibrant but safe night time economy. However, McDonalds does require extra security and measures are being investigated to mitigate the level of crime that occurs there. The Chief Inspector, Kent Police reminded Members that they could not force McDonalds to engage but a joint approach made by the Police and possibly the CSU might be more effective. An update on the situation would be brought to the next Crime & Disorder Scrutiny Committee meeting in March. Although the Chief Inspector, did reinforce the point that McDonalds were a focus for attention nationally as many of them were open 24 hours and provided free Wi-Fi to its customers.

Member's raised several further questions to which the Chief Inspector, Kent Police explained that:

- All officers wear body worn cameras which were very useful when carrying out 'stop and searches' as they reduced complaints and false allegations considerably. Turning the camera on usually made the offender in question less aggressive and if a complaint was made, the footage could be reviewed to see what happened. Many times a complainant has been called in to review the footage and ended up withdrawing their false allegations. On the other hand, the footage has also been used as a learning tool to see where the officers could improve themselves. A stop and search scrutiny panel was created where the public may attend and three or four

random pieces of footage are shown at every meeting where the panel members would scrutinise what went well and what needed to be improved upon

- Kent and Essex Police and local schools are working closely together to resolve recent issues with a lot of school youths coming over on the ferry after school and hanging around McDonalds engaging in anti-social behaviour.
- There are no significant issues of anti-social behaviour at Northfleet Train Station and no intelligence that any criminals will be displaced towards that area. Most of the criminals have moved further afield out of the area.
- Shoplifting does not feature on the Controlled Police Strategy as it isn't seen as significant a crime as domestic abuse, burglary or robbery etc however the Chief Inspector felt that shoplifting was important as it enables other crimes to be funded. As such, targeting shoplifting could help prevent worse crimes occurring in Gravesend in the future
- The new McDonalds installed inside Asda has not had any complaints made against it and there have been no cases of anti-social behaviour; that is likely due to its location outside of the Town Centre and the SIA door staff in addition to the ASDA security

The Strategic Manager (CSU) gave an update to the Committee on the shops that had been selling illegal tobacco in Gravesend:

- Multi-agency work is being developed to try to address the persistent problem of sales of illegal cigarettes and tobacco. Advice has been sought from KCC Trading Standards and HMRC and good practice approaches used in other areas are being considered with a view to replicating them locally. One of the benefits of having the two Town Centres PC's is that the seizures can be ramped up and carried out much more often as previously there would be long delays between raids due to the level of resources available. The sharing of intelligence between Police colleagues and Council officers who have roles that bring them into contact with businesses and the public is helping to build evidence that will hopefully support formal legal action. It was also important to note that enforcement action should also, if possible, be supported by an awareness-raising campaign about the potential health risks associated with these products which often contained a range of substances that were completely unregulated. Hopefully, a positive update will be presented to the Committee at the next meeting on 17 March.

The Chair advised the Chief Inspector, Kent Police that the CSU and the Communications Team at GBC may be able to help with the publicising of the positive results from the deployment of the two new PC's in Gravesend.

The Chair thanked the Chief Inspector, Kent Police for his informative briefing.

## **77. Terms of Reference – Topic Review Groups**

Members were invited to consider the terms of reference for the two topic reviews selected by the Committee: Knife and Violent Youth Crime and Town Centre Crime.

The Chair informed the Committee that the two Chairs of each Topic Review Group had decided that the Town Centre Crime review group would be deferred until May 2020 following the decision made last week at Overview Scrutiny to defer one of their reviews to

May 2020. The reasons for the deferrals were due to officer resources being stretched too thin and asking too much of GBC partners in such a short amount of time.

The Assistant Director (Communities) advised that the Terms of Reference were stated in the report as well as the nominations to each Topic Review Group. The next stage will be agreeing dates for the review group meetings and discussing a workplan as well contacting all of the necessary partners to take part in the meetings.

The Committee agreed:

1. The Terms of Reference for both Topic Review Groups
2. The composition of the Topic Review Sub-Groups listed in the report
3. The Knife and Violent Youth Crime Topic Review Sub-Group will move forward and a date for its first meeting will be chosen following the conclusion of the meeting

That a start with the Town Centre Crime Topic Review Sub-Group be deferred until May 2020.

#### **78. Kent & Medway Police and Crime Panel Full Agenda (21 November 2019 – latest published)**

The Committee was presented with the agenda and minutes for the Kent and Medway Police and Crime Panel meeting held on Tuesday, 24 September 2019.

It was queried by a Member if Gravesham were likely to be a part of the mini cadet scheme.

The Chief Inspector, Kent Police advised that the scheme was currently sitting with the Superintendent who was reviewing the logistics of the scheme. However, the Committee were advised that if the scheme was progressed then a pilot would be tested in Gravesham and Dartford.

The Committee noted the information contained within the report.

#### **Close of meeting**

The meeting ended at 8:50pm.



**Classification:**

Public

**Key Decision:**

No

**Gravesham Borough Council****Report to:** Crime and Disorder Scrutiny Committee**Date:** 17 March 2020**Reporting Officer:** Operations Manager, Community Safety Unit**Subject:** Gravesham Vulnerability Panel**Purpose and summary of report:**

To provide the Committee with an overview of the Gravesham Vulnerability Panel (GVP) partnership meeting and provide Case Studies

**Recommendations**

Members are asked to:

- a) Note and comment on the content of the report and offer recommendations as appropriate.

**1. Background to the Gravesham Vulnerability Panel (GVP)**

- 1.1 Local Authorities share a statutory responsibility with NHS England and Clinical Commissioning Groups for safeguarding and to promote the welfare of local people.
- 1.2 Locally a Gravesham Vulnerability Panel (GVP) has been established through the Community Safety Partnership (CSP). The Panel meets on a monthly basis and is chaired by Kent Police (usually the CSU Inspector or Sergeant) and is administered by the Community Safety Unit.
- 1.3 The Panel is a multi-agency group and comprises representatives from a very wide range of statutory and voluntary sector organisations. Organisations invited include; Kent Police Community Safety Unit Inspector, Sergeant, PCSOs, Modern Slavery & Human Trafficking, Probation Service, GBC- CSU, Housing ASB, Housing Officer, Housing Options, Environmental Protection, The Gr@nd, Kent Fire & Rescue Services, DWP, KCC Safeguarding adults and children, Public Protection Intel, Mental Health, Social Services, Learning Disability, Kent County Council Warden Service, NHS – Safeguarding, Darent Valley Hospital Safeguarding, Victim Support, Addaction, HO Immigration Service, CGL (Change Grow Live), Housing Associations (when referrals relate to tenants), Sanctuary, Gravesham Methodist Church Daytime Hub, Porchlight, North Kent Mind, G-Safe, Dementia Support Group, Look Ahead, House of Mercy (supported accommodation).
- 1.4 In cases where the usual processes have been followed regarding potentially vulnerable adults (reporting to Social Services) but concerns remain, a referral can be made to the Gravesham Vulnerability Panel.
- 1.5 The Terms of Reference for the Panel area attached as Appendix 2.

- 1.6 Referrals to the GVP are made by various agencies. Any officer or Member making the referral or their substitute is expected to attend the Panel meeting to report on the referral, to be available to provide further details if the Panel members have any questions and to explain their concerns. The Panel will then have an input from all relevant agencies that may already be aware of the individual concerned or who are able to provide support or assistance so that a tailored plan of action is put in place for that individual. A copy of the Referral Form is provided at Appendix 3.
- 1.7 Rough sleepers are initially heard under the Rough Sleeper Initiative meeting, however they can be referred on to the GVP when Safeguarding concerns arise.
- 1.8 Agency attendance numbers range from 15 to 30 depending on referrals/cases.
- 1.9 The number of referrals to the GVP made, per calendar year, in 2018 were 34, with 27 referrals 2019.
- 1.10 Appropriate Gravesham Borough Council staff have been provided with a briefing note on safeguarding and on referring to the Gravesham Vulnerability Panel.

## 2.0 Case Study 1 (anonymised)

- 2.1 *Referral details: Bob had been sleeping rough around the Gravesend area, opting to pay for accommodation only when receiving pay as they felt unsafe at night. Bob suffers from anxiety and stress and panic attacks which manifest themselves by their nervous behaviours and body language, such as twitches and uncontrollable spasms. Bob has struggled since losing their home at the same time as losing a parent. Bob works locally on a zero hour contract and has minimal hours. Bob has trouble walking far as he has problems with his feet and his anxiety increases when fearful and scared about the situation. Due to age Bob was too old for some homeless hostels and providers of HMO. We are given to understand that Bob may have incurred their parents' debts prior to their death.*

Meeting arranged with Housing Needs (lead agency) to create a Personal Housing Plan, review benefits, contact employer, engage with DWP and GP. Personal Housing Plan completed and Bob was put into temporary accommodation whilst case investigated. Sanctuary and Porchlight continue to provide support and meals.

Housing Options researched and accommodation found. Employer contacted and support services in place via GP. Benefit claims processed and backdated. Bob took the offer of accommodation and now working and in accommodation with no further safeguarding concerns. Time on GVP – 3 months.

## 2.2 Case Study 2

*Referral details: Concerns for female client are increasing after a series of previous hospital admissions in relation to alcohol misuse and they have poor physical health due to this. Client continues to drink alcohol daily and is not engaging with services. Client is living with her mother who is worried that she may be using drugs. Mother reports that client is not eating and is feeling depressed. Client has been warned by Doctors of the consequences should they continue to drink. Vulnerable as not engaging with substance misuse services and not meeting basic needs. Physical health will continue to deteriorate if they do not stop drinking. Detox and rehab was discussed and agreed however they then disengaged and services are currently unable to re-engage her. Client is vulnerable and at risk from associates when not at her Mother's address. Has only 30% liver function.*

Previously discussed under Making Every Adult Matter (MEAM) and file was closed when moved out of area and stopped drinking following detox. Health issues include self neglect and medicated for heart, kidney, and liver cirrhosis. There is a concern around her prostituting at a guest house; is also very unwell and refusing help. Concerns were raised of being abused by males when drunk and being unaware of abuse and also gives money away. When sleeping in a tent she was possibly exploited by males they surround themselves with for protection.

Agency engagement included a KCC Safeguarding Plan, gathering information on medication taken, hospital engagement checks made, all agencies to report sighting including Police and Safer Place Officers, Hospital in-care team engaging at home address, seen by psychiatrist to assess mental health, has been deemed vulnerable but not lacking capacity to make own decisions. She is being supported by a number of agencies including Police Vulnerable Intervention Officer, Change Grow Live (CGL), Sanctuary, Housing Needs. She has accepted some support and has been given 2 years to live if doesn't get a liver transplant.

Later she was evicted from temporary Housing due to allowing other persons to access the property. A safeguarding support plan was put in place. She has been using several places to stay including a parents' address, a tent and a guest house. Several concerns regarding bruising to arm and visit to A&E. Sporadic agreements to engage and continues to decline detox. Medical update provided by GP. Had been seen drinking from open 2 litre bottle of cider. Joint visits made by Adult Social Services and CGL. Police continue to provide information and advice. Further attendance to Darent Valley Hospital and safeguarding referral made due to injuries. Concerns still raised about drug and alcohol use. All agencies continue to engage and offer support.

Attended hospital with a chest infection and admitted to the respiratory ward, discharged with no address noted on discharge papers. Not engaging with Change Grow Live and has had no contact with Sanctuary or Porchlight. It was agreed to keep her case open whilst concerns remain around lifestyle choices. Was spending more time at parents home.

Despite all agencies constant engagement with this individual and due to the nature of illness they passed away later the following month. Time on GVP – 8 months.

### 2.3 Case Study 3

*Referral details: Peter has been seen begging in the Town Centre and stated he had been cuckooed. Peter had been cuckooed previously so this may be the second occasion where he has been targeted. Concerns for health, substance use, tenancy breakdown, drug gangs and exploitation.*

A joint tenant and both known to CGrow Live (drug treatment services) for taking heroin and cocaine. Has rent arrears and served Notice of Seeking Possession (NOSP). Benefits have ceased. A referral to Adult Social Services was made and is engaging with Services.

Professionals meeting held, peephole camera provided by Community Safety, panic alarm provided by Police, Benefit and Universal Credit decision being investigated. Peter is engaging well with CGL who are supporting by reducing drug use and managing prescriptions. He had been offered a direct let from Housing and accepted. New peephole camera provided at new premises. CGL moved collection of script location. Police to carry out ad-hoc visits at new location and warrant executed. No drugs at property

CASE CLOSED. Direct Let completed. Police and Housing visits continue. Peter is engaging well with treatment services. No further reports since house move. Time on GVP – 4 months.

**Appendix 1:** Implications

**Appendix 2:** GVP Terms of Reference

**Appendix 3:** GVP Referral Form

## APPENDIX 1

<b>IMPLICATIONS</b>	
<b>Legal</b>	The Council has an obligation to work with partner agencies to address safeguarding vulnerable residents.
<b>Finance and Value for Money</b>	None.
<b>Risk assessment</b>	Failure to work effectively in partnership help support vulnerable residents will reduce public confidence in the Local Authority's ability to support individuals and communities and allow negative perceptions of the Borough to develop.
<b>Data Protection Impact Assessment</b>	<i>A data protection impact assessment (OPIA) should be carried out at the start of any major project involving the use of personal data or if you are making a significant change to an existing process.</i>
	a. Does the project/change being recommended through this paper involve the processing of <u>personal data</u> or <u>special category data</u> or <u>criminal offence data</u> ? No.
	b. If yes to question a., have you completed and attached a DPIA including Data Protection Officer advice? N/a
	c. If no to question b., please seek advice from your nominated DPIA assessor or the Information Governance Team at <a href="mailto:gdp@medway.gov.uk">gdp@medway.gov.uk</a>
<b>Equality Impact Assessment</b>	a. Does the decision being made or recommended through this paper have potential to cause adverse impact or discriminate against different groups in the community? No.
	b. Does the decision being made or recommended through this paper make a positive contribution to promoting equality? N/A
	<i>In submitting this report, the Chief Officer doing so is confirming that they have given due regard to the equality impacts of the decision being considered, as noted in the table above</i>
<b>Corporate Business Plan</b>	The Strategy makes a direct contribution to addressing a significant number of the commitments contained within the new Corporate Plan 2019-23 in supporting and safeguarding vulnerable residents.
<b>Crime and Disorder</b>	s.17 Crime and Disorder Act 1998
<b>Digital/website website implications</b>	None.
<b>Safeguarding children and vulnerable adults</b>	Community Safety Strategy Priority 4: Protecting Vulnerable People and Strengthening Communities reflected in the Strategy.
	Gravesham Borough Council Safeguarding Policy.

This page is intentionally left blank

**Appendix 2**



**GRAVESHAM VULNERABILITY PANEL**

**Terms of Reference**

**Purpose**

The Gravesham Vulnerability Panel will provide a partnership response to areas of vulnerability and associated crime and its impact on local communities. The areas of focus have been informed by Kent Police's Control Strategy (Appendix A). Within this document, all areas of focus will be referred to as areas of vulnerability.

These areas will include

- Vulnerable Adults;
- Gangs;
- Organised Crime Groups (OCGs);
- Radicalisation and Terrorism

Joint working will:

- contribute to an increased understanding of areas of vulnerability for all partner agencies;
- identify preventative steps that may assist in deterring individuals from becoming involved in associated activities;
- identify intervention opportunities to disrupt and dismantle those responsible for areas of vulnerability;
- Identify the support needed for victims and communities affected by areas of vulnerability.

**Objectives**

The Gravesham Vulnerability Panel will aim to:

- Provide an effective local response to issues related to areas of vulnerability in Gravesham;
- Develop and implement multi-agency plans, specifically tailored to support and meet the needs of individuals, victims and communities affected by areas of vulnerability;
- Raise awareness, amongst partner agencies and within local neighbourhoods, of the areas of vulnerability and the impact on individuals and communities;
- Carry out joint activity to develop techniques and identify interventions to deter people (particularly those under 21 years) from being drawn into serious and organised criminality.
- Develop and implement multi-agency action plans to disrupt and dismantle Organised Crime Groups (OCGs) based upon the 4P's model (Pursue, Prevent, Protect, Prepare);

**Accountability and Monitoring**

The Gravesham Vulnerability Panel will be responsible to the Dartford and Gravesham Community Safety Partnership (CSP) and quarterly reports will be provided to the CSP to highlight progress being made. This will also provide an opportunity to raise any issues/barriers that have been encountered and that may be capable to being resolved with CSP assistance. Reports provided to the CSP will **not** contain any personal or restricted information but there will nonetheless be an expectation of confidentiality.

## **Appendix 2**

The Gravesham Vulnerability Panel will also be responsible to the Kent Police North OCG Crime Series Group, reporting on a monthly basis.

### **Roles and Responsibilities**

Agency representatives attending the Gravesham Vulnerability Panel will have responsibility for ensuring that information/intelligence held on individuals believed to be vulnerable or associated with areas of vulnerability, premises/properties being used by them and communities affected is shared with the Forum.

Members will be responsible for leading on agreed actions relevant to their agency/service area to support the Forum in meeting its objectives. Members should endeavour to attend each meeting of the Forum where their attendance is specifically requested; in the event that they are unable to attend, they must send a substitute or provide a written update to the coordinating officer.

It is envisaged that there will be a 'core membership' of key partner agency representatives that will attend each meeting whilst representatives from a broader range of agencies/organisations may be invited to attend due to the nature of the activity or issue and their relevant expertise and experience.

### **Information-sharing and Confidentiality**

Confident and effective information exchange is vital to multi-agency working in any sphere.

The Gravesham Vulnerability Panel will comply with the Data Protection Act 2018. Partners should exchange information, where this is relevant and necessary, for any legitimate activity permitted with the specific objective of reducing crime and disorder in their area.

All members of the Gravesham Vulnerability Panel will at times be privy to sensitive and confidential information and/or material. It is imperative that this is not disseminated further unless absolutely necessary in the interests of an on-going organised criminal investigation as sanctioned by the Kent Police North Kent OCG Series Group.

All members will be required to sign an attendance sheet containing a disclaimer in respect of information sharing.

### **Frequency of Meetings**

The Gravesham Vulnerability Panel will meet on a monthly basis and meetings will be held at the Civic Centre, Windmill Street, Gravesend DA12 1AU.

There may be occasion to call an extraordinary meeting depending on intelligence received. If such a need arises, all relevant partners will be invited with as much notice and possible and all should endeavour to attend or provide a fully briefed substitute to attend on their behalf.

### **Chairing and Coordination of Meetings**

A Kent Police CSU Officer (Gravesham) will chair the meetings of the Gravesham Vulnerability Panel (upon confirmation by the panel) and a Vice-Chair will be appointed.

The coordination and administrative tasks associated with the Gravesham Vulnerability Panel meetings will be undertaken by Gravesham Community Safety Unit (CSU) (Strategic Manager, Operational Manager and Administrator, CSU, Gravesham Borough Council). These tasks will include:

- Preparing and circulating Vulnerability Panel agenda papers prior to each meeting;
- Taking minutes/recording actions in the agreed format and circulating those to all members;
- Monitoring the completion of actions and updating relevant plans created for each area;



**Appendix 2**

All documentation relating to the work of the Vulnerability Panel and agenda papers will be circulated using a password protected format and will be marked as restricted/not for wider dissemination.

This page is intentionally left blank



**GRAVESEND VULNERABILITY PANEL - ADULT CLIENT INFORMATION FORM**

**PART A – AGENCIES WISHING TO MAKE A REFERRAL**

**Instructions**

The Gravesend Vulnerability Panel referral form is used in assessing whether someone referred to the programme is appropriate. This will not be the only criterion used in determining service eligibility, and certain vulnerable groups of people will be given priority:

- The person experiences several problems at the same time (e.g. homelessness, mental ill health, substance misuse, offending, family breakdown)
- The person has ineffective contact with services (e.g. frequent attenders)
- The person lives a chaotic life

Once completed, please forward this referral form to: [yvonne.griffiths@gravesham.gov.uk](mailto:yvonne.griffiths@gravesham.gov.uk)

<b>Details of person requesting support for the individual</b>			Date	
Name		Role		
Agency/organisation		Address		
Contact number		Contact email		
<b>Client information</b>				
Name				
DOB		Nationality		
Address (include postcode)				
Contact numbers:				
Please confirm that you have written consent from the individual	Yes/No			
<b>Please state your reasons for making this referral and why additional support is needed</b>				
<b>Please describe the issues and concerns that are currently present (e.g. homelessness, mental ill health, substance use, offending, family breakdown etc.)</b>				
<b>Please outline any work that has been undertaken with the individual including any successes</b>				

<b>Please highlight any risks that you have identified</b>
<p><b>Intentional self-harm</b></p> <p><b>Unintentional self-harm</b></p> <p><b>Risk to others</b></p> <p><b>Risk from others</b></p>
<b>Any other risks identified?</b>
<b>Individual views: What is the individual hoping to achieve from this referral?</b>
<b>Best Agency to Lead the referral?</b>
<b>Which Agencies would be best placed to assist with the referral?</b>

**Additional information**

**Details of other agencies / practitioners involved with the individual:**

<b>Practitioner Name</b>	<b>Job role/ Team/ Organisation</b>	<b>Contact details</b>

--

**Client Consent to Share Information**

I understand that the information gathered regarding myself is recorded and will be stored and used for the purpose of providing advice and support services for me, and for the evaluation of these services.

I agree to the sharing of information between the practitioners working **with** me in connection to this support.

**Client Name:**

**Client Signature:**

**Date:**

**PART B – REQUEST FOR CLIENT INFORMATION**

**Instructions**

A referral has been made to the Gravesham Vulnerability Panel in reference to the above client. Please complete Part B of this form, identifying information known to you / your organisation in relation to this client.

<b>Organisation</b>	
<b>Name &amp; Job Title / Rank</b>	
<b>Contact Address / Details</b>	
<b>Reference</b>	

<b>Please describe the issues and concerns that are currently present (e.g. homelessness, mental ill health, substance use, offending, family breakdown etc.)</b>
<b>Please outline any work that has been undertaken with the individual including any successes</b>

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank



Document is Restricted

This page is intentionally left blank