

9 October 2018

To: Board Members of the CDRP Board Stakeholder Event

Dear Sir / Madam

You are invited to attend the next **CDRP BOARD STAKEHOLDER EVENT**, which will be held in the **SWANSLEY ROOM A AND B - GROUND FLOOR** at South Cambridgeshire Hall, Cambourne Business Park, Cambourne, Cambridge, CB23 6EA on **WEDNESDAY, 17 OCTOBER 2018** at **1.15 p.m.**

Yours faithfully

**PATRICK ADAMS**

Democratic Services Officer, CDRP Board Stakeholder Event

**If you have any specific needs in relation to access to the agenda, for example large print, please let us know, and we will do what we can to help you.**

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#### AGENDA

	Time (Mins)
<b>PART 1: JOINT BRIEFING &amp; WORKING LUNCH 13:15-14:15</b>	
1. Welcome, Housekeeping, Introductions & Lunch	20
2. Presentations from partners: strategic priorities across Cambridge City and South Cambs - opportunities for closer working (Chair)	
• Ray Bisby - Deputy Police & Crime Commissioner, Cambridgeshire	10
• Sarah Ferguson - Assistant Director Housing, Communities and Youth, Cambridgeshire County Council	10
• DCI Neil Sloan – Child Criminal Exploitation Strategy and toolkit	10
• Steve Kerridge - Chief Inspector, Cambridgeshire Constabulary, Communities Manager	10
<b>PART 2: SOUTH CAMBRIDGESHIRE CDRP STAKEHOLDER EVENT 14:15-16:15</b>	
3. Welcome, Introductions and Apologies (Chair)	2
4. Election of Chair and Vice-Chair (Chair)	5
5. Declarations of Interest (Chair)	2
6. Terms of Reference (Chair) (Pages 1-6) To adopt.	3
7. Minutes of Previous Meeting (Chair) (Pages 7-12) To sign off the minutes of the meeting held on 23 February 2018.	5
8. Information Sharing Agreement (Chair) For information.	3

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<b>9.</b>	<b>Domestic Homicide Review (Chair)</b> For information.	<b>10</b>
<b>10.</b>	<b>Looking Back (For Information) (Pages 13-22)</b>	
	<ul style="list-style-type: none"> <li>• District Crime Update (Jack Ossel)</li> <li>• Update from CDRP Tasking and Co-ordination Group (Mike Hill)</li> </ul>	<b>20</b> <b>30</b>
<b>11.</b>	<b>Looking Ahead: Next 12 Months (for decision)</b>	
	<ul style="list-style-type: none"> <li>• Overview of the next Strategic Assessment &amp; discussion of emerging issues/developing priorities (Leigh Roberts &amp; Insp Paul Rogerson)</li> <li>• Serious Violence Strategy (Gemma Barron)</li> </ul>	<b>20</b> <b>10</b>
<b>12.</b>	<b>AOB notified to SCDC Democratic Services 48hrs in Advance (Chair)</b>	<b>10</b>
<b>13.</b>	<b>Date of Next Meeting</b>	
	<b>Next meeting, 12 February 2019:</b> CDRP 11:15-13:15; Joint Briefing 13:15-14:15 <b>Venue:</b> Rm 2, Storey's Field Centre, Eddington Avenue, North West Cambridge, CB3 1AA <a href="https://www.storeysfieldcentre.org.uk/about/overview/">https://www.storeysfieldcentre.org.uk/about/overview/</a> . Madingley Road Park and Ride is the nearest free parking: <a href="http://www.cambridgeparkandride.info/madingleyroad.shtml">http://www.cambridgeparkandride.info/madingleyroad.shtml</a>	

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### **Disturbance by Public**

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# Agenda Item 6

## South Cambridgeshire Crime and Disorder Reduction Partnership

### Terms of Reference

(Drafted May 2018 for adoption at Oct 2018 Stakeholder Event)

#### 1. INTRODUCTION

- 1.1 The Crime and Disorder Act 1998 (as amended by the Police Reform Act 2002 and the Police and Justice Act 2006) places a statutory duty on a number of responsible authorities to work in partnership with each other and a range of other agencies to reduce crime and disorder within each district council area.
- 1.2 The South Cambridgeshire Crime and Disorder Reduction Partnership (CDRP) has been formed to carry out the provisions of the Act, to prepare and implement a joint crime and disorder reduction strategy for the district with common objectives and targets for the police, the local authorities and other partnership agencies.
- 1.3 The CDRP will ensure its work is linked to relevant national and county priorities and research where this best serves the people of South Cambridgeshire.

#### 2. AIM

- 2.1 To improve community safety through the reduction of crime and disorder in South Cambridgeshire District Council area.

#### 3. MAIN AREAS OF WORK

- 3.1 Prepare an annual strategic assessment for the South Cambridgeshire district area to assist in producing or revising the Partnership Action Plan.
- 3.2 Consult communities about crime and disorder issues in their area and also about what priorities the Partnership should tackle.
- 3.3 Produce an Action Plan to be revised annually for the South Cambridgeshire district area, taking account of the findings of the strategic assessment and the results of consultation. The Action Plan will include a strategy for tackling crime and disorder (including substance misuse and re-offending) in the area and the priorities identified through the strategic assessment. The CDRP may link to external partnerships and delivery groups to achieve this.
- 3.4 Adopt a problem solving approach within the Action Plan, which involves targeting crime reduction effort on crime 'hot spots' and areas of high risk for offending, and which includes measures aimed at both reducing the opportunities for crime, raising awareness of vulnerability to crime, and preventing the development of criminality.
- 3.5 Implement the crime and disorder Action Plan through inter-agency task groups or other appropriate means, and through the adoption of an effective action planning process.
- 3.6 Obtain and gain access to financial resources for implementing the crime and disorder Action Plan.

- 3.7 Monitor progress on implementing the Action Plan twice yearly, reporting successes and identifying concerns, and carry out an annual evaluation of both the “outputs” and “outcomes” of the Action Plan.
- 3.8 Identify the resources that will be required to support the delivery of the priorities, and determine where these resources will come from.
- 3.9 Develop ways of ensuring that the local authorities and the police consider crime and disorder implications of all their activities, and do all they reasonably can to reduce crime and disorder.
- 3.10 Manage risks to the achievement of its aims, objectives and outcomes by reviewing progress against the Action Plan twice yearly.

#### **4. BOUNDARIES**

- 4.1 The Partnership operates on behalf of those who live or work in South Cambridgeshire district. Many issues for South Cambridgeshire are shared with neighbouring authorities, in Cambridge and also in surrounding areas so, the Partnership will work with bodies from other areas wherever joint work is necessary to be effective.
- 4.2 Where possible and appropriate, meetings of the South Cambridgeshire Crime and Disorder Reduction Partnership will be aligned on the same date to other Partnership meetings to maximise attendance of key partners, allow opportunities for sharing good practice and address issues in common.

#### **5. JOINT AGREEMENT**

- 5.1 The partners agree that their organisations will work together in this Strategic Partnership, and contribute to the joint working at appropriate levels of their organisations.

#### **6. POWERS**

- 6.1 The Partnership is an unincorporated body and as such has no legal powers and cannot hold property or enter into contracts. It will operate as a collaboration of organisations and function through the legal framework of the individual members.

#### **7. PARTNERSHIP STRUCTURE**

- 7.1 The Crime and Disorder Act 1998 (as amended by the Police Reform Act 2002 and the Police and Justice Act 2006) places a statutory duty on 6 organisations known as ‘Responsible Authorities’:

- South Cambridgeshire District Council
- Cambridgeshire County Council
- Cambridgeshire Constabulary
- Cambridgeshire Fire & Rescue Service
- Cambridgeshire and Peterborough Clinical Commissioning Group
- BeNCH CRC Ltd

- 7.2 The responsible authorities are represented on the Partnership by:

- 1 elected member of South Cambridgeshire District Council, appointed by that Council (with one vote)
- 1 elected member of Cambridgeshire County Council, appointed by that Council (with one vote)
- The Chief Executives of the above 2 organisations, (or their nominated representatives), in non-voting capacities
- 1 nominated representative of the Chief Constable of Cambridgeshire Constabulary (with one vote)
- 1 nominated representative of the Cambridgeshire and Peterborough Clinical Commissioning Group (with one vote)
- 1 nominated representative of the Chief Fire Officer of Cambridgeshire Fire and Rescue Service (with one vote)
- 1 nominated representative of BeNCH CRC Ltd (with one vote)

7.3 Additional invited members of the Board are:

- 1 nominated representative of Cambridgeshire Drug & Alcohol Action Team (in a non-voting capacity)
- 1 nominated representative of the Voluntary and Community Sector (with one vote)

7.4 Board members will:

- Represent their organisation on the Board;
- Report back to their constituent authorities or bodies for approval of key decisions with significant resource implications. (e.g. the crime and disorder strategic assessment, the partnership Action Plan, monitoring and evaluation reports, and major reviews of the Action Plan);
- Contribute, where possible, the policies and resources of their organisation in support of crime and disorder reduction;
- Act as a two-way representative, seeking to align the policies and programmes of their own organisations and the CDRP in support of community safety; and
- 'Mainstream' crime and disorder reduction in their own organisations.

7.5 The Board will elect one of its members to Chair the meetings for the year. A Vice-Chairman will also be elected for the year. Elections will take place annually in October and the existing Chairman and Vice-Chairman may be re-elected up to a maximum tenure of two-years. The chairing of the meetings will be rotated between the partner agencies or as otherwise agreed.

7.6 The Board Chairman will:

- Act as a media spokesman for the Partnership;
- Preside over Board meetings;
- Manage Board meetings effectively, adhering to agenda and time;
- Develop partnership work through consensus management;
- Secure agreement and clarity over actions;
- Approve minutes of Board meetings before their release;
- Represent the Board on the Cambridgeshire Community Safety Strategic Board.

7.7 The Vice-Chairman will deputise for the Chairman in his/her roles as required.

- 7.8 Meetings will be arranged at least twice per year. The administrative support arrangements will be carried out by agreement by one or more of the partner agencies. The quorum for meetings will be one third of the membership (three).
- 7.9 A multi-agency Executive Group of officers will work under the direction of the Board, preparing reports and implementing decisions. This Executive Group shall be known as the Tasking and Tactical Co-ordination Group. Officers drawn from key organisations will provide technical support for the Board.
- 7.10 The Board will oversee the work of the Tasking and Tactical Co-ordination Group, and may invite people from other agencies to join it for one or more meetings should this be appropriate, to ensure that all aspects of its work are properly covered.

## **8. VOTING**

- 8.1 Agreement is usually reached by consensus. If there appears to be no consensus then a vote will be taken.
- 8.2 Any matter requiring a vote will be determined by a simple majority of those Board members present and voting, including co-opted members. If required the Chairman will have the casting vote.
- 8.3 Each partner organisation is entitled to one vote. This has been agreed to ensure fairness between organisations that only have one person sat at the table when others may have up to five. An organisation with more than one attendee must reach a consensus or majority decision.

## **9. ACCOUNTABILITY**

- 9.1 Meetings of the Board shall be open to the press and public and the agenda, reports and minutes will be available for inspection at South Cambridgeshire District Council's offices and on the District Council's website at least five working days in advance of each meeting. (This excludes items of business containing confidential information or information that is exempt from publication in accordance with legislation).
- 9.2 The Board is accountable to the people of South Cambridgeshire. It will be open and transparent in its decisions and activities and communicate them effectively to the public. The Board needs to ensure service users are involved in decision-making and operational activities through direct involvement and through consultation, and provide service users with the means for redress when things go wrong, such as by use of the Community Trigger.
- 9.3 In order to achieve this, the Board will:
- Report against targets annually and in a public forum;
  - Document all decision-making processes and have these available to the public;
  - Consult, engage and inform its local communities on a regular basis;
  - Deal with complaints collaboratively and determine precisely which organisation is responsible for redress if things go wrong.

9.4 The district council's Cabinet will be required to agree the Community Safety Action Plan before it is published.

## **10. SCRUTINY**

10.1 South Cambridgeshire District Council's Scrutiny and Overview Committee will scrutinise the partnership at a strategic level to ensure that:

- The CDRP Action Plan is being implemented;
- The aims and objectives of the CDRP are being met.

## **11. FINANCIAL ARRANGEMENTS**

11.1 The CDRP must adhere to the financial regulations of the relevant Accountable Body, who will make any payments on behalf of the CDRP. Appropriate authorisation must be sought before payments are made.

## **12. BOARD MEMBERS' CONDUCT**

12.1 Any member of the Board who has an interest in any proposal beyond the generality of the group they represent or in which they might have a conflict of interest, shall declare the interest at the beginning of the relevant item. The member can explain any issues to the meeting and then if it is of a significant nature should leave the meeting until the item is finished. The member then cannot vote on that item.

12.2 Where it is clear that a decision in which a member has such an interest is likely to arise at a particular meeting, the member concerned may invite a substitute member (with no interest to declare) in accordance with the terms of reference to attend that meeting in their place.

12.3 Elected Members must abide by their Code of Conduct. Meetings of the Board will be treated as official Committee meetings for the purpose of the rules about personal and prejudicial declarations of interest.

12.4 If any member

- becomes subject to legal proceedings brought against them by any CDRP organisation (legal proceedings include disciplinary matters serious enough to warrant suspension from the parent body); or
- brings legal proceedings against any CDRP organisation; or
- becomes subject to any criminal or civil proceedings, the nature of which could compromise his/her position as a member;

they shall immediately become suspended from membership of the CDRP until an outcome is reached or proceedings terminated. If proceedings are commenced involving a serious criminal offence then an individual should disclose this. If found not guilty or charges are dropped the individual will be re-instated immediately.

## **13. PRINCIPLES**

13.1 A common set of principles underpin behaviour in public and business lives. Members of the CDRP are expected to uphold the seven principles set out below:

<i>Selflessness</i>	Take decisions solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family, or their friends.
<i>Integrity</i>	Do not place themselves under any financial or other obligation to outside individuals or organisations that might influence them in the performance of their official duties.
<i>Objectivity</i>	Ensure that in the decisions that are taken, they are impartial and make choices on merit alone.
<i>Accountability</i>	Accept accountability for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate.
<i>Openness</i>	Be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.
<i>Honesty</i>	Declare any private interests relating to their duties and to take steps to resolve any conflicts arising in a way that is lawful, and protects the reputation of the CDRP.
<i>Leadership</i>	Promote and support these principles by leadership and example.

#### **14. REVIEW AND ALTERATION OF THE TERMS OF REFERENCE**

- 14.1 The terms of reference will be reviewed by the Board periodically to ensure that they remain relevant to the work of the partnership.
- 14.2 Changes to the terms of reference can be made at any time on approval of the Board.

#### **15 EXIT STRATEGY**

- 15.1 As a statutory partnership, the partnership cannot be disbanded. However should the partnership wish to make amendments to current arrangements it must adhere to legislation, in particular section 5 of the Crime & Disorder Act 1998 as amended by section 97(3) of the Police Reform Act 2002.
- 15.2 Should any organisation wish to withdraw its involvement this should be formally raised at a Board meeting giving at least one month's notice. Remaining members of the partnership should highlight any perceived risks associated with the organisation's withdrawal and consider whether or not a replacement organisation would be appropriate.

# Agenda Item 7

## SOUTH CAMBRIDGESHIRE CRIME AND DISORDER REDUCTION PARTNERSHIP

Minutes of the meeting held on Friday, 23  
February 2018 at 10.00 a.m.

**PRESENT:**

Chris Parker – Chairman  
Lina Joseph – Vice-Chairman

**Members:**

Alasdair Baker  
Ray Bisby  
Paul Clarke  
Sue Ellington  
Mark Freeman  
Mike Hill

Office of the Police and Crime Commissioner  
Deputy Police & Crime Commissioner  
Cambridgeshire Fire Authority  
Councillor, SCDC  
CVS  
Health and Environmental Services Director,  
SCDC  
Police Sergeant  
Cambridgeshire County Council  
Cambridgeshire County Council

Emma Hilson  
Elaine Matthews  
Jack Ossel  
Phil Priestley

**Officers:**

Patrick Adams  
Kathryn Hawkes

Senior Democratic Services Officer  
Partnerships Officer

**Action**

**1. ELECTION OF CHAIR**

Chris Parker was elected unopposed as Chair.

**2. ELECTION OF VICE CHAIR**

Lina Joseph was elected unopposed as Vice Chair.

**3. INTRODUCTIONS AND APOLOGIES**

Apologies were received from Steve Kerridge and Paul Rogerson. Those present introduced themselves.

**4. DECLARATIONS OF INTEREST**

None.

**5. MINUTES OF PREVIOUS MEETING**

The minutes of the meeting held on 16 November 2017 were agreed as a correct record.

**6. ACTION PLAN UPDATE (MIKE HILL)**

Mike Hill provided an update on the achievements made against the targets in the Action Plan. He explained that the Action Plan was agreed by the Board and the monthly Task Groups monitored performance.

**Low crime area**

It was important to note that South Cambridgeshire remained a low crime area and so small numerical fluctuations could look more concerning

when expressed in percentage terms.

### **Child exploitation**

This year had seen a focus on areas such as child exploitation which was feared to be under reported. It was noted that a theatre group was due to visit schools to educate children on this issue.

### **Protecting vulnerable residents**

There had been considerable work done to protect vulnerable people from rogue traders by setting up of 49 no cold calling zones, which were run by local people. Stickers on doors helped to give home owners the confidence to say no. This encouraged neighbours to look out for each other. It was noted that organisations that carried out home visits could identify vulnerable people and help mitigate risks, whether it was due to isolation or fire hazards, as well as address Health and Wellbeing issues.

Misting systems were being added to the homes of vulnerable residents who would not be able to evacuate in the event of a fire.

It was noted that an item had been put in parish newsletters recently highlighting the risks associated with hoarding and how to identify those with hoarding behaviours.

### **Promoting diversity**

It was noted that a Facebook campaign to promote LGBT month had resulted in the removal of a number of inappropriate posts. Kathryn Hawkes agreed to provide Phil Priestly with details of the comments received, although it was unlikely to qualify as a hate crime. Future campaigns would learn from this.

Mike Hill explained that the latest population data showed that South Cambridgeshire was becoming more diverse.

Jack Ossel reported that a focus group Cambourne Crescent had said that one of their main issues was finding a place to worship. A focus group for disabled people had found that the more able considered themselves victims of hate crime because they were out and about more, whilst the less able were not so aware of being discriminated against, but it was noted their carers may know more and this would be an area for future investigation. The challenges of engaging with the Traveller community were noted, including the range of groups within this cohort or South Cambs residents and that it was easier to speak to female Travellers on encampment sites. People's opinions about the Traveller community were often coloured by one bad experience.

### **Vehicle crime**

It was noted that this included both theft of vehicles and theft from vehicles.

### **Shed burglaries**

It was noted that burglars tended not to carry their own tools, so residents could protect their homes by making their sheds secure and locking away items that could be used as potential tools to aid burglaries.

**Social media**

It was noted that all villages tended to have their own sites on social media where crimes were often reported.

The Board **NOTED** the work carried out over the last 12 months.

**7. COMMUNITY TRIGGERS (EMMA KNIGHT)**

It was noted that there had only been two requests for Community Triggers in the last 12 months, neither of which needed the Community Trigger to be resolved. However, both incidents had been resolved using the Community Triggers process or a variation thereof where appropriate. It was understood that other avenues existed for dealing with anti-social behaviour.

**8. STRATEGIC ASSESSMENT (JACK OSSEL)**

Jack Ossel presented his report on recorded crime in South Cambridgeshire for 2017/18 up to December 2017. It was noted that part of the reason for the increase in reported crime was the changes to the National Crime Recording Standards (NCRS).

**Violence against persons**

The increase in violence against persons could be explained by the fact that it now included violence without injury offences, such as stalking and harassment. Domestic Violence had increased, but this was an area that was historically under-reported.

**Hate crime**

Jack Ossel explained that hate crime was typically underreported, although there had been an increase in the number of reported instances following the EU referendum, suggesting that the current increase was due to an increase in reporting and an increase in actual instances.

**Child Sexual Exploitation**

The evidence suggested that the abuse that was taking place was not organised and that there was not a large unreported problem within the District.

**Sexual offences**

The 60% increase in reported offences was evidence of improvements in recording and an increasing willingness of victims to come forward.

**Hoarding**

National estimates suggested that the level of hoarding in South Cambridgeshire was greatly unreported. This was a difficult area to monitor and so would require Partners who carried out home visits for other reasons, to work together in order to tackle it.

**Domestic Burglary**

It was noted that over the last 12 months the number of domestic burglaries in South Cambridgeshire had increased by 15%. The increase across Cambridgeshire was 32%. Tackling this was seen as a priority. It was reported that residents had been encouraged to assess the security of their homes through the Bad Woolf Test.

**Hare coursing**

There had been a sharp increase in the number of incidents of illegal hare coursing, which could be partly attributed to the efforts of the Rural Crime Action Team who had urged the public to report these offences. Hare coursers were trespassing on farmers' land and causing criminal damage to crops, gates and fences. These crimes had become more violent in nature.

**Vehicle crime**

There had been a 42% increase in vehicle crime, although the majority of this had been thefts from vehicles, instead of theft of vehicles.

**Population increase**

It was estimated that the District's population had increased from 152,000 to 157,000 in the last three years.

The Board **NOTED** the report and recognised that it needed identify a specific area to focus its resources on.

9. **SET AND AGREE PRIORITIES FOR 2018/19 (ALL - MIKE HILL TO LEAD)**

The Board discussed which areas should be its priorities for 2018/19.

**Hare coursing**

Concern was expressed at the increase in illegal hare coursing and the violence associated with this crime. It was noted that this was a county-wide issue and so it was suggested that the Board could work with East Cambridgeshire's Board as their area had seen a greater increase.

**Cyber crime**

Concern was expressed at the increase in cyber crime, which was an offence that was under-reported, particularly by victims of fraud. It was also noted that online harassment often did not constitute a criminal offence.

It was noted that Sue Loaker had done some excellent speeches to schools and youth groups in the East Cambridgeshire area and it was suggested that if South Cambridgeshire wanted to appoint a lead person to coordinate similar actions in this District, this could be done through the children and young people's area partnership.

**Dwelling Burglaries and Theft from Vehicles**

It was suggested that the Board should focus on tackling the rise in dwelling burglaries and theft from vehicles in 2018/19. However, it was noted that there were no official figures that would cover both areas. It was suggested that the Board could focus on theft, but this would include a wider area than thefts from just vehicles and dwellings.

The Board **AGREED** to make dwelling burglaries and thefts from vehicles a priority for 2018/19.

**10. OFFICE OF THE POLICE AND CRIME COMMISSIONER'S FUNDING REVIEW 2018/19**

Alasdair Baker presented a report on the Office of the Police and Crime Commissioner's funding review. He explained that the purpose was to help co-ordinate crime reduction initiatives and not to impose its own programmes.

**Funding available**

It was noted that £155,000 of funding was available for crime reduction plans and could be applied for by contacting Nikki Philipson by Friday 16 March.

The Board **NOTED** the update from the Office of the Police and Crime Commissioner's funding review.

**11. PROPOSAL TO ALIGN SOUTH CAMBS CDRP MEETING WITH CITY CSP (MIKE HILL)**

Mike Hill presented this report, which proposed that this Board worked more closely with the Health Partnership Board and City Community Safety Partnership.

It was noted that there were some areas, such as tackling cyber crime or promoting Living Well, where the two Partnerships could co-operate more closely on. However, there were also some areas, such as hare coursing, which were more relevant to rural areas.

It was generally agreed that this proposal would make both Partnerships more efficient and so should be tried.

It was suggested instead of holding three combined meetings a year, two should be held and one standalone meeting to allow issues purely relevant to South Cambridgeshire to be discussed. It would also allow the two Partnerships to set their own priorities.

The Board

**AGREED** to combine the current 2 formal meetings (in October and February each year) of the South Cambridgeshire CDRP with those of the Cambridge City Community Safety Partnerships, and align these newly combined meetings with the South Cambridgeshire & Cambridge City joint health "Living Well Area Partnership" meetings.

- (a) Agendas would allow for separate discussion for each partnership where appropriate to ensure no loss of local focus and no neglect of areas of concern for each partnership.
- (b) New terms of reference would be developed for the combined meetings, which give consideration to the current terms of reference of both partnerships.
- (c) Members of each Partnership would only be able to vote on the matters impacting on areas their Partnership covers. South Cambridgeshire CDRP Board would vote

- only on South Cambridgeshire issues and Cambridge City CSP members would vote on Cambridge issues.
- (d) The chairing of the proposed combined Partnership meetings would rotate between the Chairs of the 2 Partnerships.
  - (e) Funding streams available to each partnership would remain separate, with the flexibility to discuss joint funding of projects if appropriate.
  - (f) Working groups (including the monthly South Cambridgeshire CDRP Tasking & Coordination Group and Problem Solving Group) would remain separate but with the flexibility to combine when dealing with shared issues and if working together would produce better outcomes.
  - (g) It is proposed to hold 2 combined meetings each year, open to the public as is the current arrangement. Combined meetings would be scheduled for October / November (to review progress against priorities and consider outline issues for the Strategic Assessment) and February (to receive the Strategic Assessment and agree priorities for the coming year). The combined meetings would take place immediately before or after the joint health Living Well Area Partnership meetings. The first combined meeting would take place in October/November 2018.
  - (h) A third meeting would be held during the year of just the South Cambridgeshire CDRP Board.

## 12. ANY OTHER BUSINESS

### **OP&CC's Youth and Community Fund**

Alastair Baker reported that bids of up to £1,000 were invited from youth and community groups to deliver a project that assists in crime prevention in younger people.

### **Mapping crime**

Jack Ossel explained that interactive maps had been set up online which showed crime statistics by District.

### **Modern slavery survey**

Partners were encouraged to return the above surveys to Kathryn Hawkes.

## 13. DATE OF NEXT MEETING

To be agreed for October/November.

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**The meeting ended at 12.30 p.m.**

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**South Cambs CDRP priorities and action plan April 2018 to March 2019**

**Adding value**

This partnership action plan identifies how we can work together to “add value” to existing core services delivered by individual agencies. It does not list core services or activities and initiatives planned by individual agencies.

Priority 1	Priority 2	Priority 3
Work together to....		
Support vulnerable groups	Tackle Thefts from Homes & Cars	Build Community Resilience
<b>Context</b>		
<p><i>There are many different groups of vulnerable people living in the District including those vulnerable to:</i></p> <ol style="list-style-type: none"> <li>1. Domestic Abuse</li> <li>2. Violence Against Women &amp; Girls</li> <li>3. Hoarding</li> <li>4. Hate crime</li> <li>5. Cyber Harassment, particularly Young People</li> <li>6. Scams &amp; Rogue Trading</li> <li>7. Radicalisation</li> <li>8. Substance Misuse</li> </ol>	<p><i>Compared to national and county levels, burglary remains low in the District.</i></p> <ol style="list-style-type: none"> <li>1. Reduce community vulnerabilities by increasing community engagement and awareness</li> </ol>	<ol style="list-style-type: none"> <li>1. Improve our understanding of South Cambridgeshire’s increasingly diverse communities and how we can better support them.</li> <li>2. Rural Crime                             <ol style="list-style-type: none"> <li>a. Better understand the impact of Hare Coursing on rural communities &amp; businesses and develop an effective partnership response.</li> <li>b. Improve intelligence sharing around fly-tipping.</li> </ol> </li> <li>3. Raising Awareness of:                             <ol style="list-style-type: none"> <li>a. Modern Day Slavery</li> <li>b. Human Trafficking</li> <li>c. “County Lines” drugs trade</li> <li>d. “Radicalisation” &amp; PREVENT</li> <li>e. Child Sexual Exploitation (CSE)</li> </ol> </li> </ol>
<p><b>Cross-cutting themes</b></p> <p>Improved and appropriate information sharing leading to targeted partnership initiatives                      Contribute to the Serious Organised Crime Local Profile (SOCLP)                      Communicate key messages to residents and partner agencies                      Improve effective partnership working</p>		

Priority	Action 2018-19	Responsible Agency / Officer & Timescales	RAG Status	Progress (to be updated monthly via T&CG)
1. SUPPORTING VULNERABLE GROUPS	<p>1.1 a) Deliver localised communications to ensure residents communities, parishes and voluntary sector can recognise and report incidents or concerns about:</p> <ul style="list-style-type: none"> <li>• Domestic Abuse</li> <li>• Violence Against Women &amp; Girls</li> <li>• Cyber Harassment, particularly Young People</li> <li>• Scams &amp; Rogue Trading</li> <li>• Radicalisation / PREVENT</li> <li>• Hoarding</li> <li>• Hate crime</li> </ul> <p>1.1 b) Cascade as appropriate through each partner agency and to public i.e. DA/VAWG comms through SCDC licensing to pubs.</p> <p>1.1 c) Member briefings for SCDC / County Councillors about police activity and resourcing</p> <p><b>FUNDING TO BE ALLOCATED FROM POOLED FUND IF REQUIRED</b></p>	<ul style="list-style-type: none"> <li>• DA / VAWG <b>Police (PR)</b>, by June 2018</li> <li>• Cyber Harassment, particularly Young People <b>Police (PR)</b>, by Jan 2019 for internet safety week in Feb 2019</li> <li>• Scams &amp; Rogue Trading <b>County Council (EM)</b>, by Scams awareness month in June 2018</li> <li>• Radicalisation / PREVENT <b>Police (PR) &amp; SCDC (KH)</b> by Nov 2018</li> <li>• Hoarding <b>SCDC (EK / KH) &amp; CFRS (PC)</b>, by April 2019 in time for Hoarding awareness week in May 2019</li> <li>• Hate crime <b>Police (PR) &amp; SCDC (KH)</b>, by Sept 2018 for Hate Crime month Oct 2018</li> <li>• <b>Police (PR)</b> between 23 May-31 July 2018 for new members, and ongoing as appropriate.</li> </ul>		<p><b>1.1 a)</b></p> <p><b>Various activities in the first half of the year including:</b></p> <ul style="list-style-type: none"> <li>• Scams Awareness month:- weekly press; media releases; social media awareness; sharing national and local information on types of scams, how to spot them and how to avoid them; Radio interview on Heart FM and CCC elected members filmed giving 'talking heads' scams tips on social media; updates to the local coordinators for No Cold Calling Zones; signposting to E-cops and highlighting any new scams/local intelligence.</li> <li>• Hate crime online survey disseminated in Sept and pushed during hate crime month (Oct)</li> </ul> <p><b>1.1b)</b></p> <p><b>Various comms in the first half of the year including:</b></p> <ul style="list-style-type: none"> <li>• Anti-hate crime , incl LGBT+</li> <li>• Scams awareness</li> <li>• DA/SV</li> <li>• DA/SV Champions Events flyer</li> <li>• Promotion of Tough Love and county lines productions</li> <li>• PREVENT</li> </ul>

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				<p>1.1c)</p> <ul style="list-style-type: none"> <li>Police delivered a briefing to SCDC and County Councillors 27/09.</li> </ul>
	1.2 Continue to contribute to the Serious Organised Local Crime Profile	ALL, as appropriate		
	<p>1.3 Make links with Countywide delivery groups and partnerships where they exist to:</p> <ul style="list-style-type: none"> <li>ensure an understanding of their action plans;</li> <li>amend TOR to reflect open invitation to bring any event / trend information relevant to South Cambs to the attention of the CDRP &amp; TCG</li> <li>gain an understanding of existing provision and support the scoping and planning of appropriate services to support vulnerable groups</li> </ul>	<ul style="list-style-type: none"> <li>ALL, ongoing 2018-19</li> <li><b>Update T&amp;CG TOR – SCDC KH, June 2018</b></li> <li>Support / maintain two-way communication with delivery groups and support scoping and planning of services, <b>ALL</b> ongoing 2018-19</li> </ul>		<p><b>Various links made and continued in the first half of the year, including:</b></p> <ul style="list-style-type: none"> <li>DASV</li> <li>DHR</li> <li>IOM</li> <li>Countywide CSP Officer Group</li> <li>ASB partners meeting</li> <li>DC Safeguarding &amp; ISA meetings</li> <li>Hate Crime strategic group</li> <li>Serious Violence Strategy group</li> <li>EIYF / POCA bids</li> <li>CSSB</li> <li>County CCE strategy</li> <li>SCDC Safeguarding Policy updated, incl concern cards (now reflect PREVENT, Early help etc)</li> <li>CPE working group</li> <li>TOR updated for T&amp;CG</li> <li>TOR for CDRP to be agreed at 17 Oct Stakeholder Group meeting.</li> </ul>

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	1.4 Develop services to address the Mental Health aspect of the most complex Hoarder cases <b>FUNDING ALLOCATED tbc</b>	<b>CFRS (PC) &amp; SCDC (EK / Rob Lewis)</b> project devised by July 2018, delivered by Dec 2018		<ul style="list-style-type: none"> <li>Your Life Our Help &amp; Help for Hoarders invited to explore their methodology and provide costings. Invitation to Nov PSG to explore next steps.</li> </ul>
	1.5 Deliver initiatives to: <ul style="list-style-type: none"> <li>Identify vulnerable people and communities and provide support; and</li> <li>Increase community resilience to scams and rogue traders</li> </ul> <b>FUNDING ALLOCATED: £2000 requested to be supplemented with free call-blockers etc</b>  <i>Also meets priority 3. Building Community Resilience</i>	<ul style="list-style-type: none"> <li>Respond to referrals of suspected or actual scam victims made to us by the National Trading Standards (NTS) Scams Team and partners with face to face visits and / or information packs and signposting</li> <li>Identify appropriate additional support, e.g. call blocking, mail re-direction etc</li> <li>Encourage communities to develop and run local support schemes to protect vulnerable residents from the harm caused by scams</li> <li>Promote Friends Against Scams training, Scams and Fraud Education (SAFE) and community-led support schemes, e.g. GNS.</li> <li>Work with partners e.g. Police, CFRS, NCCZ coordinators, Meals on</li> </ul>		<b>Various activities in the first half of the year including:</b> <ul style="list-style-type: none"> <li>Supported Northstowe Community evening</li> <li>Scams awareness talks and interviews, and Cyber Protect drop-ins to various groups across the district</li> <li>Victim referrals from NTS Scams Team (av 13 per month). Visits taking place to priority victims; contact to be made with all others within 28 days</li> <li>No Cold Calling Zone project evaluation, including co-ordinator and resident surveys; results now available.</li> <li>Scams awareness stall in 'The Street' at South Cambs Hall - free resources and Community Protection Team info</li> <li>Friends Against Scams training to Reablement Team based at Cambourne and promoted widely.</li> <li>Cambridgeshire and Peterborough Against Scams Partnership set up – 30+ delegates from 20+organisations.</li> </ul>

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		Wheels providers and Neighbourhood Watch to increase awareness of fraud amongst at risk residents across the district.  <b>County Council (EM)</b> ongoing 2018-19		
2. TACKLE THEFTS FROM HOMES & CARS	2.1 Actively share appropriate intelligence, data and information using existing information sharing agreements (e.g. Integrated Offender Management, locality meetings, ECINS, case conferences, Problem Solving Group)	<b>ALL</b> , ongoing 2018-19		<ul style="list-style-type: none"> <li>ECINS training carried out at SCDC and for partners 07/09</li> <li>ECINS used by PSG and new referral process outlined.</li> <li>Observations at City and Hunts PSG planned to share and develop best practise.</li> </ul>
	2.2 Provide localised communications and marketing information to: <ul style="list-style-type: none"> <li>Raise awareness of hotspots geographically;</li> <li>Raise awareness of current focus (what is being stolen from where);</li> <li>Effects of burglary and theft on victims.</li> </ul> Actions to include: <ul style="list-style-type: none"> <li>Deliver / support one 'Community Safety Event'</li> <li>Promote 'Safeland' as a police-endorsed community safety app.</li> <li>Pilot use of 'Safeland' community safety app with one GNS / Neighbourhood Watch</li> </ul>	<ul style="list-style-type: none"> <li>Led by <b>Police (PR)</b>, supported by <b>ALL</b> partners, by March 2019</li> <li>Led by <b>Police (PR)</b>, supported by <b>ALL</b> partners, by Sept 2018 (prior to onset of Autumn/ Winter peak)</li> </ul>		<ul style="list-style-type: none"> <li>Op Hunter follow-on work underway looking at community-led approach to tackling dwelling burglaries. Aim to target higher risk locations Jan-April 2019 using "I'm a victim, I'm a burglar" video.</li> <li>Community Safety Event for parishes to take place on Sat 9 March (provisional date).</li> </ul>

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	<p>scheme in South Cambs</p> <ul style="list-style-type: none"> <li>• Use of 'I'm a burglar / I'm a victim' videos to highlight motivations for / impact of burglary</li> <li>• Investigate opportunities for generating funds for CDRP use e.g. through sale of video doorbells</li> </ul>	<ul style="list-style-type: none"> <li>• <b>County Council (EM)</b>, by Sept 2018 (prior to onset of Autumn/ Winter peak).</li> <li>• Led by <b>Police (PR)</b>, cascaded by <b>ALL</b> partners, by Sept 2018</li> <li>• <b>Police (PR) / SCDC (KH)</b> in time for Community Safety Event (see above)</li> </ul>		
<p>3. BUILD COMMUNITY RESILIENCE</p> <ul style="list-style-type: none"> <li>• Gather data</li> <li>• Analyse the data</li> <li>• Respond to that data</li> <li>• Raise awareness</li> </ul>	<p>3.1 Create outreach opportunities with the diverse communities in the District to:</p> <p>(a) increase engagement (b) increase our understanding of their needs (c) respond to their needs and concerns</p> <ul style="list-style-type: none"> <li>• Report from Cambs Research Group on focus groups, outcomes and proposed actions</li> </ul> <p>With regard to existing communities:</p> <ul style="list-style-type: none"> <li>• Long term community cohesion work Orchard Park</li> </ul> <p>With regard to new communities:</p> <ul style="list-style-type: none"> <li>• Engagement events focussing on crime in new communities, e.g. South Trumpington</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Cambs Research Group (LR/JO)</b>, by June 2018</li> <li>• Led by <b>Police (PR)</b>, supported by partners as appropriate, throughout 2018-19 and beyond</li> </ul>		<ul style="list-style-type: none"> <li>• Gypsy and Traveller focus group work has evolved into a focussed project looking at what interventions can be used to improve relationships between police, G&amp;T communities and wider settled community. With an initial focus on Cottenham / Willingham, there will be some leafletting and a PSG between local residents, local G&amp;T community, Councillors and the G&amp;T liaison officers (county and district) to support. Next meeting 5 October 2018.</li> <li>• Orchard park community cohesion work</li> </ul>

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	<ul style="list-style-type: none"> <li>Analysis of outcomes of new communities surveys being done by Cambs Research Group</li> </ul> <p><b>FUNDING TO BE ALLOCATED FROM POOLED FUND IF REQUIRED</b></p>	<ul style="list-style-type: none"> <li><b>Police (PR)</b>, demand-led, min of 2 events in 2018-19</li> <li><b>SCDC (GB)</b>, <i>timescales tba</i></li> </ul>		<p>ongoing via a working group of key partners, including SCDC, police, parish and County. Group has met 3 times.</p> <ul style="list-style-type: none"> <li>South Trumpington Engagement events ongoing.</li> <li>Northstowe engagement / Crime Prevention event happened on 15/08</li> </ul> <p>Hot Spot work:</p> <ul style="list-style-type: none"> <li>Fen Rd Chesteron – officer support group meet July 2018 (County Cllrs, SCDC, City Members). Problems discussed, progressing the right way to solve through partnership working and relationship building.</li> <li>A10 corridor Burglaries (Melbourn)</li> <li>ASB Cambourne VC – SCDC, County and community believe there is an issue, PC not sure. Police to meet with Principal following an ASB online survey.</li> </ul>
	<p>3.2 Rural Crime</p> <p>a) Partnership response to hare-coursing:</p> <ul style="list-style-type: none"> <li>Support positive police action / injunctions against hare coursers and other unauthorised activity on land / affecting businesses.</li> <li>Refer 'problem place cases' to Problem Solving Group for a partnership view</li> </ul>	<ul style="list-style-type: none"> <li><b>Led by Police (PR)</b>, as necessary, supported by <b>ALL</b>, throughout 2018-19</li> <li><b>ALL</b>, co-ordinated by <b>SCDC (EK / PSG Chair)</b> and reported to T&amp;CG monthly</li> </ul>		<p>3.2 a)</p> <p>Sergeant Emma Hilson is looking at impact of hare coursing, including on businesses.</p> <p>SCDC Rural Crime Task &amp; Finish Group work October 2018 onwards.</p> <p>Increase in deliberate fire-setting year on year to be investigated by CFRS and Police at the PSG.</p>

Priority	Action 2018-19	Responsible Agency / Officer & Timescales	RAG Status	Progress (to be updated monthly via T&CG)
	<p>b) Improve intelligence sharing around fly-tipping.</p> <ul style="list-style-type: none"> <li>Develop and share locally a case study (e.g. Duxford) highlighting good practice around processes that enable effective information sharing, particularly where Env Agency / SOC involved</li> <li>Understand and promote alternatives to fly-tipping, e.g. SCDC trade waste service</li> </ul>	<ul style="list-style-type: none"> <li><b>SCDC (EK / Rob Lewis) and Police (PR), by Sept 2018</b></li> <li><b>SCDC (EK / Rob Lewis) ongoing throughout 2018-19</b></li> </ul>		<p>3.2 b)</p> <p>Emma also to make contact with Martin Johnston / Rob Lewis (SCDC) to look at intel and develop a case study.</p>
	<p>3.3 Raise awareness through communications, training and education within parishes and other communities (e.g. the school community) of:</p> <ul style="list-style-type: none"> <li>Modern Day Slavery</li> <li>Human Trafficking</li> <li>“County Lines” drugs trade</li> </ul> <p>Actions to include:</p> <ul style="list-style-type: none"> <li>Delivery of County Lines production in village colleges across South Cambs, aligned to and supported by relevant thematic countywide delivery group</li> <li>Publicise and deliver community production/s in most appropriate location/s</li> <li>Deliver member briefings and comms for parishes / residents on each of the themes at 3.3</li> </ul>	<ul style="list-style-type: none"> <li><b>SCDC (KH / Linda Gallagher), by March 2019 (and in conjunction with Tough Love from 2017-18)</b></li> <li><b>SCDC (KH / Linda Gallagher), by March 2019 (and in conjunction with Tough Love from 2017-18)</b></li> <li><b>Police (PR), supported by SCDC (KH), by Dec 2018</b></li> </ul>		<ul style="list-style-type: none"> <li>Tough Love productions (OPCC funding for 2017-18 carried forward) delivered w/c 24 Sept to 100-200 pupils per performance: <ul style="list-style-type: none"> <li>Impington VC</li> <li>Swavesey VC</li> <li>Comberton VCX</li> <li>Cambourne VC x 2</li> <li>Linton VC</li> <li>Cottenham VC and Astrea Centre</li> <li>Bassingbourn VC</li> <li>1 x community performance (30ppl)</li> </ul> </li> <li>County Lines production being organised for Spring term 2019 into village colleges.</li> <li>Police briefing to District and County Councillors highlighted MDS, Human Trafficking and County Lines as police priorities.</li> </ul>

Priority	Action 2018-19	Responsible Agency / Officer & Timescales	RAG Status	Progress (to be updated monthly via T&CG)
	<p>3.4 Contribute to the Prevent Strategy (Radicalisation) and support the imminent transfer of responsibility to LA's by:</p> <ul style="list-style-type: none"> <li>• ensuring frontline agency staff are trained in basic "Prevent" awareness of how to spot and recognise concerns</li>   <li>• Raise awareness of PREVENT with GPs and Schools</li>   <li>• Embed PREVENT in processes for raising concerns and making referrals referrals</li> </ul>	<ul style="list-style-type: none"> <li>• <b>ALL partners</b> SCDC to investigate sharing of online PREVENT training across CDRP partners, by Sept 2018.</li>   <li>• <b>SCDC (MH)</b> to monitor reports of PREVENT referrals by partners to / from CSSB, ongoing</li>   <li>• <b>SCDC (Lesley MacFarlane) / Public Health (TL) / CYPAP (MH)</b>, by December 2018</li>   <li>• <b>ALL partners</b></li> </ul>		<ul style="list-style-type: none"> <li>• SCDC 180 / 562 means 32% of employees have done e-learning module on PREVENT.</li>   <li>• Text for Prevent to go through GP Gateway and into newsletter – how to make a referral and what to do if you're concerned.</li>   <li>• Policy, referral forms and concern cards (all of which have been adapted to mention PREVENT) are to be uploaded to SCDC InSite for general use in August 2018.</li>   <li>• Concern cards agreed approach across SCDC, Hunts, City, Fenland, East Cambs.</li> </ul>

**RAG Status Key:**

Off target, action required
Off target within reason, monitor
On target (✓ = complete)

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