



OVERVIEW AND SCRUTINY COMMITTEE

Notice of a Meeting, to be held in the Council Chamber - Ashford Borough Council on Tuesday, 11th February, 2020 at 7.00 pm.

The Members of the Overview and Scrutiny Committee are:-

Councillor Ovenden (Chairman)
Councillor Michael (Vice-Chairman)

Cllrs. Burgess, Chilton, Farrell, Forest, Howard-Smith, Iliffe, Krause, Ledger, Link, Mulholland

Agenda

	Page Nos..
1. Apologies/Substitutes	
To receive Notification of Substitutes in accordance with Procedure Rule 1.2 (c)	
2. Declarations of Interest	1 - 2
To declare any interests which fall under the following categories, as explained on the attached document:	
a) Disclosable Pecuniary Interests (DPI)	
b) Other Significant Interests (OSI)	
c) Voluntary Announcements of Other Interests	
See Agenda Item 2 for further details	
3. Minutes of the previous Meeting	3 - 4
To approve the Minutes of the Meeting of this Committee held on 21 st January 2019.	
4. Community Safety Partnership	5 - 26
5. Safeguarding Update	27 - 38
6. Overview and Scrutiny Work Programme 2020/21	39 - 46

DS
3 February 2020

Queries concerning this agenda? Please contact Member Services
Telephone: 01233 330491 Email: membersservices@ashford.gov.uk
Agendas, Reports and Minutes are available on: www.ashford.moderngov.co.uk

Declarations of Interest (see also “Advice to Members” below)

- (a) **Disclosable Pecuniary Interests (DPI)** under the Localism Act 2011, relating to items on this agenda. The nature as well as the existence of any such interest must be declared, and the agenda item(s) to which it relates must be stated.

A Member who declares a DPI in relation to any item will need to leave the meeting for that item (unless a relevant Dispensation has been granted).

- (b) **Other Significant Interests (OSI)** under the Kent Code of Conduct relating to items on this agenda. The nature as well as the existence of any such interest must be declared, and the agenda item(s) to which it relates must be stated.

A Member who declares an OSI in relation to any item will need to leave the meeting before the debate and vote on that item (unless a relevant Dispensation has been granted).

However, prior to leaving, the Member may address the Committee in the same way that a member of the public may do so.

- (c) **Voluntary Announcements of Other Interests** not required to be disclosed under (a) and (b), i.e. announcements made for transparency alone, such as:

- Membership of amenity societies, Town/Community/Parish Councils, residents' groups or other outside bodies that have expressed views or made representations, but the Member was not involved in compiling or making those views/representations, or
- Where a Member knows a person involved, but does not have a close association with that person, or
- Where an item would affect the well-being of a Member, relative, close associate, employer, etc. but not his/her financial position.

[Note: Where an item would be likely to affect the financial position of a Member, relative, close associate, employer, etc.; OR where an item is an application made by a Member, relative, close associate, employer, etc., there is likely to be an OSI or in some cases a DPI. ALSO, holding a committee position/office within an amenity society or other outside body, or having any involvement in compiling/making views/representations by such a body, may give rise to a perception of bias and require the Member to take no part in any motion or vote.]

Advice to Members on Declarations of Interest:

- (a) Government Guidance on DPI is available in DCLG's Guide for Councillors, at https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/5962/2193362.pdf
- (b) The Kent Code of Conduct was adopted by the Full Council on 19 July 2012, and a copy can be found in the Constitution alongside the Council's Good Practice Protocol for Councillors dealing with Planning Matters. See <https://www.ashford.gov.uk/media/2098/z-word5-democratic-services-constitution-2019-constitution-of-abc-may-2019-part-5.pdf>
- (c) Where a Member declares a committee position or office within, or membership of, an outside body that has expressed views or made representations, this will be taken as a statement that the Member was not involved in compiling or making them and has retained an open mind on the item(s) in question. If this is not the case, the situation must be explained.

If any Member has any doubt about any interest which he/she may have in any item on this agenda, he/she should seek advice from the Director of Law and Governance and Monitoring Officer, or from other Solicitors in Legal and Democracy as early as possible, and in advance of the Meeting.

This page is intentionally left blank

OVERVIEW AND SCRUTINY COMMITTEE

Minutes of a Meeting of the Overview and Scrutiny Committee held in the Council Chamber, Civic Centre, Tannery Lane, Ashford on the **21st January 2020**

Present:

Cllr. Ovenden (Chairman)

Cllrs. Burgess, Farrell, Forest, Harman, Iliffe, C. Suddards.

In accordance with Procedure Rule 1.2 (iii) Cllrs C. Suddards and Cllr. Harman attended as Substitute Members for Cllr. Chilton and Cllr. Ledger respectively.

Apologies:

Cllrs. Chilton, Krause, Ledger, Michael, Mulholland.

Also Present:

Cllr. P. Feacey.

Head of Corporate Policy, ED & Communications, Compliance and Data Protection Manager, Senior Accountant, Policy & Scrutiny Officer, Member Services Officer.

268 Minutes of the Last Meeting

Resolved:

That the Minutes of the Meeting of this Committee held on the 12th November 2019 be approved and confirmed as an accurate record.

269 Report of Budget Scrutiny Task Group

The Policy and Scrutiny Officer introduced this item. She explained that the Task Group had initially met in December and decided to scrutinise certain departments in more detail and these included Planning, Commercial Property and Finance. The final meeting took place last week and the Task Group had put forward six recommendations for the Committee to approve to go to Cabinet on the 27th February 2020. A further two recommendations had been made specifically for the Overview and Scrutiny Committee.

The Chairman asked if the Committee were happy to accept all of the Recommendations and they unanimously agreed.

Resolved

That the report be received and noted.

270 O&S Work Programme 2020/2021

The Policy and Scrutiny Officer spoke about the new Work Programme for Overview and Scrutiny. Each year the Programme was revised and Members had the opportunity to provide suggestions for new topics going forward, and remove topics that may no longer be relevant. Further to this, the Policy Team had reviewed the process for selection, and they had developed a new Selection Matrix that presented a series of statements allowing users to input a score from 1-5 depending on how fitting the statement was in relation to the topic being considered.

The Chairman commented that the Matrix was a positive addition and it allowed users to prioritise suggestions. He went on to say that sometimes the reports provided to the Committee from Officers conveyed all the information and answers that the Committee requested, so no further scrutiny was necessary.

The report was then opened up to the Committee and the following questions and points were raised: -

- In response to a question asking who decided the score using the Matrix, the Policy and Scrutiny Officer explained that Officers would initially consult and then feedback their results to the Committee for their views. The Compliance and Data Protection Manager added that no subject was off limits, and Members were very welcome to undertake their own use of the Matrix, which would be interesting to assess any differing results.
- A Member proposed the topic relating to Elwick Place be removed, since this was originally his suggestion and was no longer relevant.
- The Committee agreed that it would be useful for all Members, including the Chairman, to assess topics using the Selection Matrix, especially since some issues were more pertinent to certain Members than others.

Resolved:

- That**
- i) the report be received and noted.**
 - ii) the Committee consider any items that they would like to be assessed via the Selection Matrix and these be brought back to a future meeting.**

Queries concerning these minutes? Please contact
membersservices@ashford.gov.uk
Agendas, Reports and Minutes are available on: www.ashford.moderngov.co.uk



Agenda Item No:

Report To: Overview and Scrutiny Committee

Date of Meeting: 11th February 2020

Report Title: Ashford Community Safety Partnership: an update on community safety activity in the borough 2019/2020

Report Author & Job Title: Laurel Niven, Community Safety and Resilience Team Leader
Alison Oates, Community Safety and Wellbeing Manager

Portfolio Holder: Community Safety and Wellbeing

Portfolio Holder for:

Summary: This report provides the Overview and Scrutiny Committee with the Community Safety annual update. The report pays particular regard to the council's statutory obligation to work in partnership to reduce crime and disorder, this work being progressed through the Ashford Community Safety Partnership (CSP).

It gives information on current community safety priorities, actions that have been taken to meet the priorities and raises awareness of emerging issues. It also supports the delivery of the priorities set by the Police and Crime Commissioner and Kent Police.

Key Decision: NO

Significantly Affected Wards: All

Recommendations: The committee is recommended to note the information contained in this report and support the proposed priorities for 2020/21.

Policy Overview: The Overview and Scrutiny Committee is designated as the committee responsible for Crime and Disorder under the Police Justice Act 2006.

Financial Implications: Ashford Community Safety Partnership receives a grant from the Police and Crime Commissioner and this is used to fund small community projects within the borough.

Legal Implications: Not applicable

Equalities Impact Assessment: Not Required

Other Material Implications: None

Exempt from Publication: No

Background Papers: None

Contact: laurel.niven@ashford.gov.uk – Tel: (01233) 330271
alison.oates@ashford.gov.uk – Tel:(01233) 330225

Agenda Item No.

Report Title: Ashford Community Safety Partnership: an update on the community safety activity in the borough

Introduction and Background

1. It remains a statutory requirement for local authorities to work in partnership to reduce crime and anti-social behaviour (ASB). We achieve this through the Community Safety Partnership (CSP), where 'responsible partners' namely the local authority (district and county), Fire and Rescue Service, Clinical Commissioning Group, Probation and the local Police, work collaboratively make the community safer, reduce crime and the fear of crime, reduce ASB and work with business and residents on the issues of most concern. The chair of the Head Teachers Forum and chairs of the CSP subgroups also support the CSP.
2. In order to set the current priorities, the CSP used police, district and county data and the local crime profile. A stakeholder engagement event assisted in the development of priorities which for 2019/20 are:

- Tackling anti-social and concerning behaviour
- Tackling Domestic Abuse and Sexual Offences
- Tackling violence
- Building community capacity and increasing public confidence

These are explored in detail in the next section of this report.

3. CSPs have a responsibility to convene a strategy group of all responsible authorities (although it can invite other organisations), prepare a strategic assessment of local crime and community safety priorities using information provided by partner agencies and the community, and produce an action plan to meet those priorities. Due to the nature of this requirement, the council's Community Safety Unit (CSU) takes responsibility for coordinating activities and events.
4. Under the Crime and Disorder Regulations 2007, district and borough CSPs are required to:
 - Produce an annual strategic assessment
 - Produce a rolling partnership plan setting out priorities, with actions to deliver these priorities
 - Have a dialogue with communities to inform these processes and explain outcomes
5. Our actions over the course of 2019/20 flow from the annual strategic assessment that is undertaken in consultation with relevant stakeholders. The actions are informed by the Kent Community Safety Partnership Plan and Safer Kent 2017 – 2021, the plan of the Kent Police and Crime Commissioner.

6. Overall, the CSP is responsible for ensuring that the priorities, actions and targets that we have identified will be delivered through a multi-agency approach by having:
 - Strong strategic management
 - Tasking our joint resources through well-established partnership operational structures, including identifying, managing and reducing risk
 - Strong performance management
7. CSP governance has three key levels of decision-making, strategic, operational and performance.

Our approach

8. The CSP has a whole system approach to tackling crime and anti-social behaviour. Our experience tells us that investing in one type of intervention alone does not resolve the problem. For example, enforcement is most effective if it is supported by local communities and other activity is taking place to change behaviours.
9. A triangle of intervention is applied when we are looking at any type of crime or anti-social behaviour issue that requires the engagement of a range of services, voluntary and community groups to find long-term solutions.

Tackling anti-social and concerning behaviour – lead agency Ashford Borough Council

10. All residents have the right to feel safe and secure where they live and the right to enjoy a peace and quiet in their homes. The CSP is committed to effectively tackling anti-social and concerning behaviour which can have a serious impact on wellbeing.
11. Any behaviours that are regarded as a nuisance may be considered to be anti-social. In some instances, this behaviour may also constitute a criminal offence. This can range from domestic noise, littering, damage to property, drunk or rowdy behaviour, neighbour nuisance to serious intimidation, drug dealing or harassment.
12. We aim to take enforcement action against those responsible for ASB. When dealing with problematic individuals, our emphasis will be on taking action at an early stage before problems can escalate. Work with the police ensures that repeat victims are identified and supported.

ASB - Kent Police data

13. The data provided by Kent Police, as shown below, indicates the number of incidents of ASB reported to Kent Police for the Borough of Ashford.
14. As can be seen there has been an increase across Kent of 3,289 reported ASB incidents over the past 12 months. In Ashford the number has increase by 179. Both increases are of a similar percentage. The Ashford increase is minimal (less than 4 instances per week more than last year) and a proportionate of this

can be attributed to proactive recording, increase in reporting channel options and the public's confidence to report.

Area	December 2017 to November 2018	December 2018 to November 2019	Increase/decrease in numbers	% increase/decrease
Ashford	1,623	1,802	+179 (increase)	+11%
Kent	31,268	34,557	+3,289 (increase)	+10%

15. Appendix A provides the ASB figures for all districts, this can be used to benchmark Ashford against other Kent districts. It shows that we have the 10th lowest recorded ASB in the county.
16. Data provided by Kent Police as shown below highlights the five wards with Ashford borough with the highest recorded ASB:

Ward	December 2017 to November 2018	December 2018 to November 2019	Difference (numbers)	Difference (percent)
Victoria	414	479	+65 (increase)	+16%
Beaver	145	115	-30 (Decrease)	-20%
Godinton	81	114	+33 (increase)	+41%
Stour	75	89	+14 (increase)	+19%
Park Farm South	42	89	+47 (increase)	+112%

17. This illustrates there has been an increase in all wards, except Beaver. Victoria ward still has the highest levels of reported ASB within the borough. Park Farm south experiencing the greatest percentage increase with figures doubling over the course of the year.

ASB - Borough Council data

18. In addition to the police data, the borough council recorded 297 incidents in the year to December 2019. An increase of 7% compared to the previous year. This data comes for the 'Report it app' that was launched in October 2016.

	Jan 2018 to Dec 2018	Jan 2019 to December 2019	Difference (numbers)	Difference (percent)
Ashford	278	297	+19 (increase)	+7%

19. The reports received cover a number of different types of ASB but the highest types were in relation to vandalism and gathering of youths who are causing nuisance.

Use of ASB legislation (Anti-Social Behaviour Crime and Policing Act 2014)

20. Public Space Protection Orders (PSPOs) are designed to reduce and address ASB being committed in a public place. If the order is breached then police and council officers have the ability to issue a fixed penalty notice (FPN) to the value of £100. There are currently four PSPOs within the borough (two are gating orders and two are linked to specified locations and particular behaviours). In 2019, five FPNs were issued in relation to the Singleton Lake PSPO, and six for the Town Centre PSPO.
21. The four PSPOs have recently been subject to public consultation due to their three-year period coming to an end. The Coney Bear site on Torrington Road has been reviewed and extended again for a maximum of three years. The other three will be reviewed shortly. Taking into consideration the comments received as part of the consultation, and current evidence. A decision will then be made to whether the orders are continue, altered or removed.
22. Housing officers in 2019 have secured six ASB closure orders, consisting of three full and three partial orders. Two of the full closure orders resulted in court evictions and another defendant surrendered their tenancy. Two of the partial orders were extended for a further 3 month period. These orders are obtained from the Magistrates Court and enable a premises to be closed for a period of time where there has been evidence of drugs, persistent disorder or nuisance such as noise. Such closure orders have had a positive impact on their communities by addressing the behaviour or people attending these premises. In all of these cases there has been continuous close partnership working with Kent Police and the council's Community Safety Team.
23. Housing have also successfully sought two injunctions to exclude individuals from causing ASB at particular locations and therefore safeguarding vulnerable residents in their communities. Housing have also used Community Protection Warnings, Community Protection Notices and Fixed Penalty fines to tackle anti-social behaviour in the community as well as traditional housing tools in relation to the tenancy. In total they have served four Community Protection Warnings, four Community Protection Notices and one Fixed Penalty Notice. These were issued for behaviour concerning dogs, rubbish, drugs and noise.
24. There are a number of individuals within the borough who are subject to a Criminal Behaviour Orders (CBO) due to their persistent anti-social behaviour. A CBO can place restrictions on the individual in terms of restricting access into certain areas, not being able to consume alcohol within a public space, not acting in a threatening behaviour and not to be in procession of drugs. This was a result of collaborative work by the Ashford CSU members. Monitoring activity continues to ensure compliance with these orders.

ASB action plan

25. The ASB working group with the support of the CSP has completed the following work:

- Our Community Safety and Resilience Team Leader attended the Central Ashford Community Forum and the Town Business Forum alongside Kent Police and Ashford Partnership against Crime (APAC). Attendance at these meetings was to listen to concerns and provide reassurance to the businesses and residents within these areas. The officer also provided awareness on how to report ASB and explained the current police resources within the Town Centre.
- Following reports of ASB in the Cemetery at Canterbury Road, a site visit was undertaken by CSU officers, Kent Police, and Housing, to address concerns of drugs, rough sleeping and nuisance caused by young people. The presence of all agencies demonstrated a joined up approach which eliminated a number of the issues. After the visit the area continued to be monitored and the subject of additional police patrols. This action led to a reduction in the number of reported incidents at the location.
- The winter night shelter is a provision for homeless individuals within the borough, which is run by Ashford Churches Together. It is currently in operation until March 2020, with up to 22 bed spaces, and the average nightly occupation is 14. All users of the shelter are engaged by Housing Options Team and offered assistance to secure accommodation. In the event that they do not wish to avail themselves of this service, there is the possibility that enforcement measures might be taken.
- In January Ashford Borough Council appointed a full time officer to manage single homeless people and rough sleeping. The officer will look to meaningfully engage all rough sleepers that are identified and will aim to intervene and provide housing pathways and solutions for settled accommodation to minimise levels of rough sleeping.
- A joint operation took place at Court Wurtin and Brookfield Court, with Kent Police, Housing and CSU. The purpose of the visit was to understand the reported issues and seek measures to improve the environment and prevent ASB. These measures included installing CCTV and establishing the purpose and use of the sight for future developments and improvements.
- The CSU, Kent Police and Charing Parish Council held a meeting to discuss concerns about on-going ASB. The meeting was positive, and several actions were agreed. Dedicated joint patrolling between the PCSO and KCC warden took place which identified offenders and enabled Kent Police to build an intelligence picture and take action to control the problems. The Parish Council agreed to complete a visual

audit of the area and identify areas that may need improvement, in terms of lighting and moving benches to less isolated areas. They also agreed to work jointly with the Neighbourhood Watch coordinator, who is employed by Kent Police. Youth outreach staff continued to attend the area and provide youth engagement. They are also working with the parish council to develop community volunteers. The Parish Council is also consider investing in public space CCTV provision.

- There have been two ASB case reviews this year. An ASB case review takes place when an individual is not satisfied with how their ASB has been addressed. The first ASB case review related to a complaint about nuisance motor vehicles and the other with regards to nuisance neighbours. Both cases had positive outcomes, with recommendations being made to improve agencies response to these type of cases. The victims received a follow up letter informing them of the outcome of their ASB case review.
 - A deployable camera was placed within Beaver Road, following reports to the police of significant incidents of ASB and vandalism. The public space camera was in operation or a three month period.
26. Members will also be aware of the work of the Compliance and Enforcement Board around ASB and the recent recruitment of a Community Safety Officer to specialise in the handling of complex ASB cases. This is an 18-month temporary position, which commenced in February 2020.

Tackling Domestic Abuse and Sexual Offences – lead agency Ashford Domestic Abuse Forum

27. We recognise that domestic abuse is a serious and life-threatening crime that affects victims and their families. Our priority is that victims and any children are safeguarded from further abuse.
28. Domestic abuse is a key part of our community safety work and requires the same level of multi-agency engagement alongside the other community safety priorities such as anti-social behaviour.
29. The domestic abuse coordinator role is to provide support to the Ashford Domestic Abuse Forum (ADAF), coordinate the One Stop Shop (OSS) and facilitate group courses for victims of domestic abuse such as the “Freedom” programme and ‘Recovery Tool Kit’. Shortly the Freedom Programme will be replaced by the Phoenix programme.
30. In addition to funding the domestic abuse coordinator post, the borough council assists by providing funds annually in support of the Independent Domestic Violence Advisor (IDVA) service for Ashford via the KCC commissioned Kent Integrated Domestic Abuse Service.

Commissioned Services in Ashford

31. The contract for Ashford, Canterbury and Shepway is delivered by Centra, with Rising Sun subcontracted to provide the IDVA support from 2017 to 2024. Centra have considerable experience of providing refuge support within the

borough. A new domestic abuse support service and referral pathway was created in April 2017.

32. Over the next five years, Rising Sun will continue to provide the IDVA and outreach provision for the borough. This will maintain consistency as Rising Sun have been the service provider within Ashford for many years and have delivered an outstanding service to victims of domestic abuse.
33. IDVAs act as the primary contact for victims of domestic abuse. The IDVA proactively works with a client from the point of crisis to assess the level of risk, discuss the range of options available and act as the client's advocate. This service aims to encourage and enable the voice of the victim to be heard by the required service providers ensuring that advice and support given safeguards the victim and their family.
34. The Multi-Agency Risk Assessment Conference (MARAC) is a meeting where information is shared on the highest risk domestic abuse cases between representatives of local police, probation, health, child protection, housing practitioners, IDVAs and other specialists from the statutory and voluntary sectors.
35. The table below shows the number of Ashford cases which have progressed through the MARAC process, unfortunately these are the most up to date figures available.

Year	Ashford Cases	Number of repeat victims
April 2017 to March 2018	129	28
April 2018 to March 2019	124	28

36. The table below shows the reported Domestic Abuse related crime recorded by Kent Police.

Year	Ashford Domestic Abuse Crimes Cases	Increase
January 2018 to December 2018	2,770	-
January 2019 to December 2019	3,178	+408 (increase of 15%)

Domestic Abuse One Stop Shop (OSS)

37. The Ashford OSS is a drop-in service for anyone affected, in any way, by domestic abuse where support, help and advice is given. It is a free and confidential service and no appointment is necessary. This is currently available one morning a week and the service is provided in a safe environment.
38. The figures below show the attendance at the Ashford OSS for the previous two years:

Location	No of Visitors 2017 (Jan 17 to Dec 17)	No of visitors 2018 (Jan 18 to Dec 18)	No of visitors 2019 (Jan 19 to Dec 19)	% increase/decrease in visitors (compared to previous year)
Ashford	485	510	503	- 2% (decrease)

39. From the figures from above it shows that attendance has decreased slightly this year. This is a positive result but one that isn't showing a dramatic change, nor showing results as low as in previous years.
40. Between January 2018 and January 2019, 19 male clients attended the OSS accounting for just 3.7% of the total attendance from January to January.
41. The OSS continues to be an area for professionals to work together to provide a coordinated response to domestic abuse. This year has seen the borough council's Housing Options Team strengthen commitment to attending weekly slots ensuring that anyone attending with urgent housing needs can be seen quickly and given effective support. This is proving highly successful for clients at the OSS with positive feedback being given by both victims and professionals.

Pro-active group work

42. Ashford has a consistent approach to delivering support groups services. The main service offered being the 'Freedom Programme'. This is a 12-week course to help victims of domestic abuse understand the impact on their lives and their children's lives. It enables them to understand the behaviour that they were exposed to and to be aware of warning signs in possible future relationships.
43. The Freedom Programme is organised by the domestic abuse coordinator and delivered by a number of partners including Early Help and Preventative Services (EHPS), KCC Education Service and Centra. The venue for these courses, and any required crèche facilities, are provided free of charge via the Beaver Community Trust, a commissioned service within Ashford.
44. In the past year (December 2018 to December 2019) there were three Freedom Programmes run and two pilot Phoenix Programmes. The work behind the new pilot programme is now complete and will replace the Freedom programme from April 2020. The Phoenix programme is a 10-week programme rather than 12 and is more practical with has better organised toolkits. It has used aspects of the Freedom programme but modernised the content as well as becoming gender neutral. There are new elements of cohesive and controlling behaviours aspects to be able to teach the clients, which hasn't existed before.
45. The Freedom Programmes this year have supported a total of 24 clients of domestic abuse. There will be two groups running through during January and February and this will support a further 31 clients. The Phoenix Programme have supported a total of 18 clients.

46. In 2015, funding was secured by the ADAF to run ‘The Recovery Toolkit’ and this funding continues to date. The Recovery Toolkit is a psycho-educational resource that includes a cognitive behavioural therapy module. In the last 12 months, one course has run in the borough and was offered to 10 women of which 7 fully engaged. There will be one group running in January and this will support a further 14 clients.
47. It has been proving difficult to find appropriately trained facilitators that can be released by their employer to deliver the programmes. ADAF will be focusing on this as a priority for this year, by exploring funding options to ensure that there are enough trained staff to deliver the required programmes.

Domestic abuse and sexual offences action plan

48. Domestic abuse and sexual offences remain a priority and the main areas of focus are detailed below:
- DASH training was delivered in house to council staff, mainly within the Housing Team, to help support the amount of work that do with Domestic Abuse clients, either within our accommodations, homelessness or via the OSS.
 - The council’s domestic abuse coordinator organised and facilitated a workshop at the ‘Safety in Action’ event entitled “Personal Responsibilities and Consequences”. In total, 1450 primary school year-six pupils engaged with this workshop over the two-week event period. The event received positive feedback from the staff and the pupils that attended.

Tackling violence – Lead agency Kent Police

49. This priority has been led by Kent Police and been supported by the introduction of the Police and Crime Commissioner (PCC) violence reduction challenge and the introduction of the countywide Violence Reduction Unit (VRU).
50. The table below shows the reported violent related crime recorded by Kent Police for Ashford borough.

Year	Ashford Violent Crime Cases	Increase
January to December 2018	4,730	-
January to December 2019	4,582	-148 - 3% reduction

Tackling violent crime action plan:

51. The tackling violence group have been working towards the Ashford CSP, Kent Police and national priority of reducing violence. They have completed the following:

- Employing data analysis the working group identified repeat victims, key locations and persistent offenders. These have informed deployment tactics and targeted work. The police have identified the “top ten violent offenders” and taken all available opportunities to disrupt their behaviour.
- Outstanding suspects for key offences, specifically for serious violence and robbery are promptly arrested. Wherever possible the police seek a remand in custody of the utilisation of robust bail conditions.
- Additional resources were secured via PCC funding. This increased both overt and covert deployments in hot spot areas at key times.
- The use of police powers to address serious violence have been used. An example of this is a Section 60 (Criminal Justice and Public Order Act 1994) was authorised by the Community Safety Unit Inspector for Victoria Ward after a suspected gang incident involving serious violence. This allowed officers to stop and search anyone within that geographical area for a 24-hour period without the need for specific grounds.
- Stop and search has been employed as a powerful tactic with a number of arrests being made and weapons seized.
- Specialist resources have been deployed in conjunction with the British Transport Police. A weapons detection dog and knife arch were utilised at the domestic and international rail station across a number of planned operations. This has developed a strong working relationship between these two police forces and this type of collaborative working will continue to grow.
- Licensed premises have been visited by police and council staff. Drug swabbing techniques are being used to identify problem premises and weekly discussions take place between partners to ensure targeting of premises for compliance visits.
- These initiatives are supported by the public space CCTV system which is managed through the borough councils monitoring centre. The recent camera and software system replacement has improved the quality of images and the footage has aided numerous investigations and identified multiple suspects against whom prosecutions have been taken. The significant investment by the council in CCTV is helping not only to provide evidence for relevant enforcement agencies but is also believed to be preventing ASB and nuisance and most importantly providing public reassurance.
- Overt armed police officers continue to patrol the MacArthur Glen outlet as part of the county led response to ensure public safety in crowded conditions.

52. In January 2020 the VRU provided Ashford CSP with £8,000 to purchase knife wands and specialised first aid kits know as Emergency Trauma Kits. The equipment will be distributed amongst key venues within Ashford High Street and other strategic sites across the district. This is a joint project between the council, Kent Police, and Ashford Partnership Against Crime.

53. In January 2020 Ashford CSP received a grant of £9,000 from the Violence Reduction Unit (VRU). This was used to purchase new deployable cameras and to upgrade older units. All our deployable cameras are now operating in line with the fixed public space cameras with clearer imaging and greater privacy zone functionality.

Building community capacity and increasing public confidence – Lead agency Ashford Borough Council

54. We know that often communities are best placed to tackle their own issues and key to the work of the CSP is building sustainable community capacity to enable this.
55. It is also vital to the work of the partnership to ensure our services meet the needs of all communities, particularly the most vulnerable such as victims of hate crime.
56. We also need to ensure that the perception of crime within our borough reflects the reality of crime and we know this requires sustained community leadership and ongoing conversations and effective communications.

Building community capacity action plan:

57. The CSP has completed the following work in relation to this priority:
- We funded several community grassroots initiatives using the Police and Crime Commissioner grant. See further details below.
 - We have supported the development of Neighbourhood Watch which has included providing a new website. This has seen an increase in schemes and improved information sharing and public confidence. There are approximately 500 schemes across the borough and Neighbourhood Watch have achieved 100% coverage on the new residential estates such as Conningbrook Estate. This has been achieved through building strong relationships with the development site managers.
 - We have encouraged community engagement by, providing education on knife crime. The operation name for this is known as Operation Jump and its continues with the third programme due to take place in February 2020. As well as working with secondary school pupils, there will be six presentations planned specifically for parents to highlight the dangers and impact of knife crime, and the realities of gang membership.
 - The re-energised Ashford Partnership against Crime (APAC) has increased membership of the “pubwatch” and “shopwatch” schemes. APAC supports the flow of information between premises and partners ensuring key individuals are refused entry and public safety is maintained. This approach has seen a decline in alcohol fuelled violence and shoplifting offences.
 - In January 2020 the CSP received £27,000 from the VRU to develop a community engagement project. This will involve working with

communities to prevent people becoming involved in violent crime and build community resilience. The project will involve the community identifying changes that can be made in their local area how the physical environment can be improved to deter crime and promote wellbeing. The project scope is currently being defined and more information will be available in the near future.

Crime Data

58. The following tables show overall crime data for the borough compared to other districts within in Kent.

Total published all crime data

The table below shows that Ashford has seen a reduction in all recorded crime and had the third biggest reduction in the county. This is despite the fact that Ashford is exponentially growing compared to the boroughs.

Area	November 2017 – October 2018	November 2018- October 2019	Number change	Percentage change
Ashford	13,012	12,299	-713	-5.5%
Canterbury	16,302	16,598	+296	+1.8%
Dartford	13,303	13,160	-143	-1.1%
Dover	12,315	11,670	-645	-5.2%
Gravesham	13,169	12,369	-800	-6.1%
Maidstone	17,244	16,947	-297	-1.7%
Medway	35,183	33,297	-1886	-5.4%
Sevenoaks	9,120	8,712	-408	-4.5%
Shepway	11,562	11,473	-89	-0.8%
Swale	16,888	16,383	-505	-3.0%
Thanet	20,871	20,308	-563	-2.7%
Tonbridge and Malling	9,870	9,717	-153	-1.6%
Tunbridge Wells	9,021	8,447	-574	-6.4%
Kent	197,860	191,380	-6,480	-3.3%

Most Serious Violence (e.g. actual bodily harm & grievous bodily harm)

The table bellows demonstrates that Ashford has seen a reduction in the offences linked to the most serious violence and has had the third biggest reduction in the county. This is attributed to the work that has been detailed in the “Tackling Violence” section (paragraphs 49 to 53).

Area	November 2017- October 2018	November 2018- October 2019	Number change	Percentage change
Ashford	93	79	-14	-15.1%
Canterbury	116	113	-3	-2.6%
Dartford	71	108	+37	+52.1%
Dover	85	93	+8	+9.4%
Gravesham	110	99	-11	-10.0%

Maidstone	109	131	+22	+20.2%
Medway	248	263	+15	+6.0%
Sevenoaks	54	46	-8	-14.8%
Shepway	76	91	+15	+19.7%
Swale	147	135	-12	-8.2%
Thanet	184	170	-14	-7.6%
Tonbridge and Malling	43	59	+16	+37.2%
Tunbridge Wells	45	57	+12	+26.7%
Kent	1381	1444	63	+4.6%

Possession of Weapon Offences

Possession of weapon offences have shown a very small increase but this can be attributed to the proactive approach that is being undertaken within the borough.

Area	November 2017-October 2018	November 2018-October 2019	Number change	Percentage change
Ashford	57	61	+4	+7.0%
Canterbury	112	123	+11	+9.8%
Dartford	72	78	+6	+8.3%
Dover	80	75	-5	-6.3%
Gravesham	85	87	+2	+2.4%
Maidstone	118	146	+28	+23.7%
Medway	202	229	+27	+13.4%
Sevenoaks	44	50	+6	+13.6%
Shepway	220	287	+67	+30.5%
Swale	106	102	-4	-3.8%
Thanet	139	172	+33	+23.7%
Tonbridge and Malling	53	60	+7	+13.2%
Tunbridge Wells	37	41	+4	+10.8%
Kent	1325	1511	+186	+14.0%

Shoplifting

Shoplifting has decreased within the borough which is bought about by the increase in dedicated town centre police resource and the re-invigoration of Ashford Partnership against Crime.

Area	November 2017-October 2018	November 2018-October 2019	Number change	Percentage change
Ashford	1,100	997	-103	-9.4%
Canterbury	1,344	1,490	+146	+10.9%
Dartford	1,342	1,208	-134	-10.0%
Dover	521	545	+24	+4.6%
Gravesham	481	546	+65	+13.5%
Maidstone	1,005	1,071	+66	+6.6%

Medway	2,286	2,121	-165	-7.2%
Sevenoaks	386	580	+194	+50.3%
Shepway	873	928	+55	+6.3%
Swale	1,273	1,634	+361	+28.4%
Thanet	1,079	1,070	-9	-0.8%
Tonbridge and Malling	617	687	+70	+11.3%
Tunbridge Wells	741	748	+7	+0.9%
Kent	13048	13625	+577	+4.4%

Therefore the data shows that Ashford is one of the safest boroughs in Kent to live, work and visit.

Police and Crime Commissioner grant to the CSP

59. The 2018/2019 PCC grant to Ashford CSP totalled £31,744. This was used to support several projects that contribute to the PCC and CSP priorities. Further information on some of the main projects is provided as follows:

Homestart

60. Homestart has been working in Ashford for 32 years and last year supported 75 families which included 161 children. The funding was used to run a course of two parts, the first part 'Play, Pause and Appreciate' ran over three sessions between May and July. This focussed on physical activities with children and simple ideas which can be used at home. It also explored how exercise makes the parents feel.
61. Between September and October the second part of the course, a mindfulness session, took place. This focussed on mental health and developing strong positive relationships.

DC Breathe

62. DC Breathe is an emotional wellbeing company that work within schools to provide specialised support for emotional wellbeing.
63. The project undertaken, 'Breathe4kids' involved working with 10 primary schools to run a unique, fun and interactive 6-week programme for Year 5 pupils. They covered issues such as self-esteem, resilience, stress, worry and anxiety. The sessions introduced an element called 'Ladder of Safety' which helps children focus on their actions, language and social media.
64. They have also identified that some young people who have been attending the group sessions had complex needs which could be supported through 1-2-1 sessions. Therefore, they were able to deliver additional 1-2-1 sessions within the six schools they were working with.

Excelsior Safeguarding

65. Excelsior Safeguarding is a non-profit organisation established to provide help and support to vulnerable people and adults affected by group violence (gangs), drugs and other forms of exploitation such as human trafficking, CSE

and extremism. They work successfully in close collaboration with statutory organisations, commissioned services and charities.

66. The funding allowed them to deliver 25 x 45 minute 'Need to Know' gang sessions based on 'Kyle's story'. The sessions were delivered to Year 7 pupils within Secondary schools and focussed on 'Kyle' who becomes involved in gang activity and the consequences.
67. They also delivered eight sessions for staff working within children's homes to raise awareness of gangs, child sexual exploitation and the signs to look out for.

Ashford Winter Night Shelter – Daytime Café

68. The Daytime Café (Beacon Centre) supports the homeless within Ashford Borough by providing a daytime hub. The funding was used for venue cost and redecoration and also the purchase of four laptops and a printer available to allow job applications, training course applications and to search for volunteering opportunities.
69. There is access to support staff to help assist with completing housing applications for secure accommodation, and there is also advice and guidance available for those seeking employment. One of the outcomes is to reduce the homelessness on the streets during the day which leads to a reduction in anti-social behaviour and violence.

Neighbourhood Watch

70. The Neighbourhood Watch Association used the funding to construct a website to provide information about crime trends and provide links to other supporting agencies. Following a number of requests from local residents.
68. Membership of the Association will increase, as will the amount of information being supplied to the Police and information being distributed regarding crime prevention.
69. The Ashford branch of Neighbourhood Watch have launched an initiative to work with developers of new build estates to ensure early engagement with residents. They have achieved 100% sign up rate on some new estates. This is being seen as best practice and adopted by other branches.

Rising Sun

69. The 'Path Project' (Prompting Alternative Thinking) supports young people who have been exposed to serious or persistent domestic abuse. The funding was used for a psychotherapist to work one day a week to support 12 adolescents over a 16-week programme.
70. The 1-2-1 sessions explored the trauma and provided coping mechanisms to prevent them becoming a victim or perpetrator themselves.

Other Community Safety Events

Safety in Action

71. This annual event was held for two weeks in June 2019. It was held for the second year at Ashford Fire Station. The venue was highly successful with positive feedback being given by the pupils and the agencies delivering the sessions. The event is open to all Year 6 pupils within the borough. The children attend for a half-day and participate in 10 safety-based workshops covering fire safety, internet safety, ASB, drugs and alcohol, school attendance, first aid, road safety, rail safety, personal choices/mental health and finally water safety.
72. In total 1450 pupils attended over the two-week period from 36 schools in the Ashford borough. This level of participation reflects how well received the event is and the importance placed on it by the schools
73. The agencies and volunteers involved in this event are always recognised and thanked as without them the event would not take place and the important messages would not be shared. Special thanks go to Kent Fire and Rescue who kindly hosted the event free of charge.
74. For the 2020 event, we will focus on feedback received from teachers during the actual session and also from all the children who attend. From the feedback received from the children in attendance 100% stated that they learnt 'a lot of things' (66%) or 'a few things (34%)'. Both types of feedback provides vital information upon which we can develop the initiative further. Planning for the 2020 event has already taken place, we are exploring options of working with the Police cadets on a closer level to see what other workshops they can do to support the overall event.

Multi-agency operations

75. The main Operation Clean Sweep took place in December 2019 and concentrated enforcement activity within the town centre, particularly the Lower High Street. Clean Sweeps provide a visible presence to the communities and tackle issues such as fly tipping, ASB, premises licensing, homelessness and help to identify Houses in Multiple Occupation.
76. Most of the issues uncovered are addressed at the time of the event and for those matters where this is not possible, they are assigned to the relevant agencies to follow up.
77. Knife Crime Awareness events for parents of secondary school children are taking place in February and March 2020 in conjunction with Kent Police. These will run alongside Operation Jump which is the knife crime/gangs input that goes into schools across the borough

CSP priority setting process and identified priority areas for 2020/21

78. In January 2020 a working group of the CSP came together to consider performance over the past year and to agree the priorities it wishes to recommend for adoption by the CSP for 2020/21. Building on feedback from this Overview & Scrutiny meeting, the intention is to agree formally the priorities for the CSP at its next meeting in March 2020.
79. The process being following this year involves three key phases. Phase 1 which was completed by the workshop has established priority crime/problem types through a value setting process reviewing volume, trends, performance (against most similar family groups), seriousness, generator, public concern, priority, costs and PESTELO analysis¹. This has enabling us to effectively rank crime types and identify emerging priorities.
80. The following have been identified as potential priorities (which is a continuance of current priorities):
- Tackling violence
 - Tackling domestic abuse and sexual offences
 - Tacking ASB and concerning behaviour
 - Building community capacity and increasing public confidence
81. Phase 2 will involve a deeper analysis of crime types relevant to these priorities in order to examine who is being affected or perpetrating the crimes, locational analysis at ward level and temporal analysis. This will enable the CSP to focus on the crime/problem having the most impact on our borough and have the data to drill down to exactly whom the crime/problem is affecting, when and where.
82. Phase 3 will feed all of this information into the rolling action plan process. Partnership interventions can then be designed based on this and will ensure our investments and activities will achieve the most positive impacts possible. Not only will the strategic assessment inform our rolling plan but it will also be the basis and rationale behind commissioning/grant making decisions moving forward.
83. Key to the success of this new methodology is 'rich picture' data. This means moving beyond our usual data sources and adding in as many data sets as possible. All partners will need to share their key relevant data.
84. A sub-group of the CSP will take responsibility for the delivery of each priority identified by the strategic assessment and rolling action plan. They will take the top-level action plan, build and develop it into a full, SMART action plan and ensure delivery against it.
85. The action plans created by the sub-groups are approved by the CSP and progress against them is assessed at each quarterly meeting. The performance group is responsible for monitoring progress against our key crime and fear of crime indicators, following on from sub-group intervention.

¹ Political, economic, societal, technological, environmental, legal and organisational.

Conclusion

86. Ashford's Community Safety Partnership only exists because of the significant support given by its individual partners and by those from a whole range of organisations who are dedicated every day and night to protecting our community.
87. There has been a number of changes in the community safety arena over recent years and this has shown a change of working for most partners involved in the CSP. This report hopes to recognise this work and thank everyone involved.

Contact and Email

88. Laurel Niven
Alison Oates

89. laurel.niven@ashford.gov.uk Tel 01233 330271
alison.oates@ashford.gov.uk Tel 01233 330225

Appendix A

Kent wide ASB figures

Area	December 2017 to November 2018	December 2018 to November 2019	Difference (number)	Difference (percent)	Position in County (highest to lowest)
Ashford	1,623	1,802	+179	+11%	10
Canterbury	2,669	3,035	+366	+14%	5
Dartford	1,761	2,015	+254	+38%	9
Dover	2,104	2,070	-34	-2%	8
Gravesham	2,301	2,500	+199	+9%	6
Maidstone	2,770	3,411	+641	+23%	3
Medway	5,686	5,725	+39	+1%	1
Sevenoaks	1,402	1,569	+167	+12%	12
Shepway	1,715	2,100	+386	+22%	7
Swale	2,738	3,044	+306	+11%	4
Thanet	3,682	4,000	+318	+7%	2
Tonbridge and Malling	1,424	1,726	+302	+21%	11
Tunbridge Wells	1,312	1,484	+172	+13%	13
Kent	31,268	34,557	+3289	+10%	NA

Agenda Item No:



ASHFORD
BOROUGH COUNCIL

Report to Overview and Scrutiny Committee

Safeguarding Children and Adults at Risk – annual report

The Overview and Scrutiny Committee is asked:

1. Note the information contained within the report
 2. Note the change of Designated Safeguarding Lead and Deputy Safeguarding Lead
 3. Recommend all Ashford Borough Council elected members complete Level 1 safeguarding training
-

Date of O&S meeting:

Chair of O&S Committee: Cllr N Ovenden

Relevant Portfolio(s): Cllr B Barrett

Summary: Safeguarding is the process of protecting children, young people and adults at risk from abuse or neglect, preventing impairment of their health and development.

This report highlights

Exempt from Publication: **NO**

Background Papers: **N/A**

Contact: Rebecca.wilcox@ashford.gov.uk – Tel: (01233) 330405

Agenda Item No.

Report Title:

Introduction and Background

1. This report covers the years activities since April 2019;
 - Update on the council's safeguarding policy
 - Accountability and governance
 - Audit outcome
 - Actions taken
 - Referral update
 - Training
 - Communication Plan Update
2. Safeguarding continues to have a high profile with significant political and media focus nationally as well as locally.
3. The Children Act 1989 states that the child's welfare is paramount and that every child has the right to protection from abuse, neglect and exploitation. Statutory guidance on making arrangements to safeguard and promote the welfare of children under Section 10,11,13 of the Children Act 2004 specifies what is required of local authorities.
4. The Care Act 2014 codified the principles of wellbeing and placed safeguarding adults' duties on a statutory basis. The council's policies and procedures are governed by this Act, which provides the legal framework of how local authorities (Kent County Council – KCC) and other parts of the public sector, including the borough council, should protect adults at risk of abuse or neglect.
5. The Counter-Terrorism Act 2015 dictates that all local authorities are vital to the Prevent work, which exists to reduce the risk of people being drawn into terrorism, while under the Modern Slavery Act 2015 the council has a statutory duty to report and provide notification to the National Crime Agency about any potential victims of modern slavery or trafficking.
6. All together, these legislative provisions place on the local authorities and their partners' stringent responsibilities regarding the general safeguarding of both children and adults at risk.

Ashford Borough Council's Safeguarding Policy

7. The council's safeguarding policy stipulates that an annual review will be undertaken each September by the Safeguarding Lead Officers Group. This was completed in December 2019.
8. The review addressed the following:

- The inclusion of The Safeguarding Vulnerable Groups Act 2016 is now included in the list of key documents, following consultation with legal services.
 - Recognition that the Kent Safeguarding Children's Board (KSCB) has been reviewed and update including their recent name change to Kent Safeguarding Child Multi-agency Partnership (KSCMP)
 - Recommendations from the internal safeguarding audit and a recent Domestic Homicide Review (DHR). The main principles were around highlighting where the responsibility lies for completion of a safeguarding referral and ensure officers have "professional curiosity".
 - Reporting to Management Team will be changed from quarterly to twice yearly presenting in May and November of each year on the previous six months activities and referrals. In addition, an annual report will be provided to the Kent and Medway Adult Safeguarding Board in September of each year. This is a new requirement as of September 2019. Section 11 reports continue to be completed every two years with the next report due 2020.
9. Management Team approved the revised version of our Safeguarding Policy in December 2019 with all associated documents being update on the intranet and internet.
10. The Safeguarding Policy is available at:
http://abcinside/images/Safeguarding/Safeguarding_2019/Safeguarding_2020/Safeguarding_Policy_final_2019_20.docx

Accountability and Governance

11. Ultimately, accountability for safeguarding under the work of Ashford Borough Council falls to the Chief Executive. The Chief Executive and Senior Management Team are responsible for ensuring that the council's responsibilities and procedures are implemented, monitored and consistently reviewed.
12. The Designated Safeguarding Officer is responsible for dealing with reports or concerns about the protection of children, young people and adults at risk appropriately and in accordance with the authorities Safeguarding Policy.
13. All borough councillors, employees and volunteers are responsible for carrying out their duties in a way that actively safeguards and promotes the welfare of children, young people and adults at risk. They must also act in a way that protects them from wrongful allegations of abuse as far as possible. They must bring safeguarding concerns to the attention of the Designated Safeguarding Officer or their Deputy in their absence.

14. A Safeguarding Lead Officers Group was established in 2016 and continues to support the Designated Safeguarding Lead Officer. This is an operational group with representatives across the council with key skills and knowledge that can support the council's responsibilities. Members of the group have been reviewed following the audit, with a note that key members are the Lead
15. From April 2020, the Designated Safeguarding Lead (Rebecca Wilcox, Housing Operations Manager) and Deputy Safeguarding Lead (Alison Oates, Community Safety and Well Being Manager) will exchange roles. There are a number of reasons for this adjustment including the new anti-social behaviour officer post sitting within Community Safety and Well Being who will have a defined responsibility for safeguarding within their job description. It will also allow for additional independency as the DSL and the lead officers for children and adults (main cohort of referrals) all sit within housing services.

Audit outcome

16. Safeguarding was audited during spring 2019, with a Sound outcome. All recommendations from the report have been completed with the post training questionnaire being implemented imminently. This is to ensure officers understanding of level 1 training, when, how and why they would carry out a referral.

Actions Taken

17. Safeguarding Lead Officers meet quarterly along with a representative from Communications to deliver key improvements in the council's safeguarding governance, policymaking, procedures, working practices, training and monitoring.
18. The officers also review recent Domestic Homicide Reviews and Serious Case Reviews to see if any of the lessons learnt or recommendations have an impact on the work of the council.
19. The following provides some of the key achievements over the last year:
 - Management Team received quarterly safeguarding reports for strategic review, operational oversight and cascading information through the organisation. This will move to 6 monthly from 2020/21.
 - Continuing engagement with the county's Channel panel to assess and support those who may be vulnerable to being drawn into terrorism. Channel uses existing collaboration between partners to support individuals and protect them from being drawn into terrorism.
 - Safety in Action took place in June 2019, held for a second year at Ashford Fire Station, with 1450 Year 6 pupils attending over the two week event from 36 primary schools across the borough. The children attended for a half-day session and participated in 10 safety-based

workshops covering fire safety, internet safety, personal choices/mental health and water safety.

- The One Stop Shop continues to run weekly at the Willow Centre in Brookfield Road, this is a multi-agency provision to support victims of Domestic Abuse.
- A member of the Neighbourhood Services Team co-locates with the Police on a weekly basis, allowing for joint working and intel to support our enforcement and safeguarding concerns including supporting the Vulnerable Persons Panel.
- Safeguarding Leads meet on a bi-annual basis to review current practice, activities and complex referrals, additional meetings can be called if required.
- Safeguarding awareness communications provided to all staff, including personal pocket cards for officers, leaflets and a poster campaign. Attached in appendix 1.

Referral Update

20. To date (January 2020) we have recorded 55 referrals from officers concerning an adult or child/ren, which is a 17% increase on the same period last year. There are no concerns related to this slight increase, as there has been a significant drive to raise awareness across the authority regarding safeguarding. The referrals continue to be mainly for vulnerable adults with 66% of our referrals being for adults at risk, with the remaining relating to a child or children.

Training

21. We are 97% compliant for our Level 1 Safeguarding training (e-learning) and 81% complaint for our Level 2 training (face to face). Both areas of training have seen a number of new starters and leavers over the last 6 weeks along with Level 2 training running 6 monthly. We have ensured that managers and staff are reminded to book their training, if the officer fails to comply after three reminders their manager is then notified to take appropriate action.
22. We continue to run the Level 2 training in house, this is facilitated by Gillian Pearman (Human Resources) and a member of the Lead Officers Group. Running the course in –house allows us to review and change the course to reflect what is new or amended good practice or legislation.
23. Training statistics are reported to Management Team on a quarterly basis and monitored in conjunction with Personnel.

24. Officers are able to attend continuous development course based on safeguarding subjects with regular attendance of course facilitate by the Kent Safeguarding Child Multi-agency Partnership, these course tend to be free of charge.
25. 23% of Members have completed their safeguarding training which is a disappointing figure, considering the Members Training Panel in January 2019 had concluded that Safeguarding will form part of the obligatory training courses from May last year there will now be a further awareness information communication sent to all Members. Members also received a Leaders Briefing on 18th February 2019 concerning safeguarding and the impending canvassing for 2019 election.
26. Personnel are just concluding the review of how safeguarding training is managed. At present individual officers, managers will advise Personnel whether they are required to complete Level 1 or Level 1 and 2. Going forward individual job descriptions will determine what level of safeguarding training will be required. These are positive changes, as the outcome is likely to raise the awareness of safeguarding and the importance of having a clear understanding.

Conclusion

27. In summary, the safeguarding team have had a productive year with the review of the policy, submission of the new Kent and Medway Adult Safeguarding Board annual return while continuing to monitor our record keeping and communication.
28. The positive outcome from Audit supports the continuous growth and awareness that the authority places in safeguarding.
29. I am confident the authority continues to be vigilant around safeguarding; however, an improved uptake in training needs to happen in which myself with the support from Personnel will continue to monitor this with the support from Management Team to ensure all officers complete the mandatory requirements.

Contact and Email

30. Rebecca.wilcox@ashford.gov.uk 01233 330405

Safeguarding is everyone's business

If you see an issue you are concerned about:

If it's an emergency and someone is in danger – contact the Police.

If not an emergency but you are concerned about a person's wellbeing and safety – write down the details and report to your line manager as soon as possible.

Page 33

Find out more via the intranet



National helplines:

Prevent (part of the Counter-Terrorism Act): **0800 789321**

Human Trafficking & Modern Slavery: **08000 121700**

Female Genital Mutilation (FGM): **08000 283550**

KCC Duty Team (young adults): **03000 411111**

KCC Duty Team (vulnerable adults): **03000 416161**

KCC Out of Hours: **03000 419191**

**Alternatively, call the council on 01233 331111
and ask for the designated safeguarding lead**

If you suspect that a child, young person or adult at risk maybe a victim of harm or abuse and/ or if they make an allegation of abuse or bullying please follow the instructions on this leaflet.

If it's an emergency and someone is in danger – contact the Police

If not an emergency but you are concerned about a person's wellbeing and safety follow the steps below (you can also use the flow chart on the reverse)

Remember, you may be the first person that a child, young person or adult at risk has trusted and it has probably taken them a great deal of courage to tell you that something is wrong.

- Take any allegation seriously
- Stay calm and if possible try to get another witness
- If you believe the person is at risk of immediate significant harm, which you would reasonably believe requires the emergency services then you must contact the relevant emergency service and notify the Designated Safeguarding Officer, a Safeguarding Lead Officer or your Line Manager
- Listen carefully to what is said and allow the person to talk at their own pace, being careful not to compromise any potential evidence
- Explain that the information will need to be shared with other responsible people, do not promise to keep secrets
- Only ask questions for clarification. Keep any questions open e.g. what, where, when and who

Page 35

Reassure the child, young person or adult at risk that they have done the right thing in telling you

Explain what you will do next and who you will inform.

- Immediately report to and inform the Designated Safeguarding Officer, Safeguarding Lead Officer, Line Manager or Head of Service
- The referring officer provides all details of the referral to the Housing Management Support Officer

What happens next (you don't need to do anything more)

- The Designated Safeguarding Officer will have a consultation with the Kent Contact and Assessment Service (KCAS) or make a formal referral
- The outcome of the consultation /referral will be recorded on M3 by the allocated Lead Officer

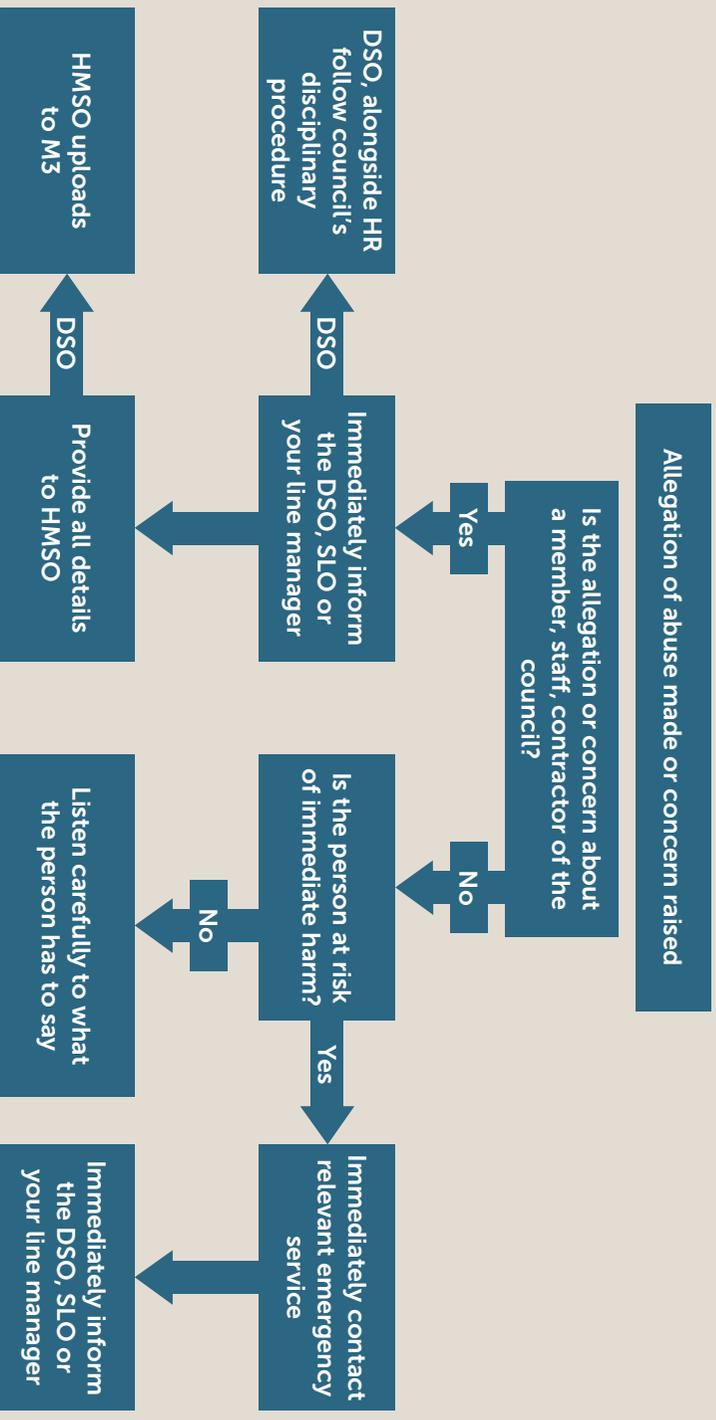
If the allegations or concerns are expressed about a member, a member of staff, a volunteer or a contracted service provider working for or on behalf of the council, you should:

- Take the allegation seriously
- Provide all the details of which you are aware to the Housing Management Support Officers to upload onto M3 as soon as possible
- Immediately inform the Designated Safeguarding Officer, a Safeguarding Lead Officer or your Line Manager
- The Designated Safeguarding Officer, alongside Human Resources (HR) will follow the council's Disciplinary Policy

Safeguarding is everyone's business



Find out more via the intranet



Safeguarding is everyone's business

If you see an issue you are concerned about:

If it's an emergency and someone is in danger – contact the Police.

If not an emergency but you are concerned about a person's wellbeing and safety – write down the details and report to your line manager as soon as possible.

You'll soon be receiving a handy card and leaflet advising you what to do in the event that you witness or hear about a safeguarding issue.

Find out more [via the intranet](#)

This page is intentionally left blank

Agenda Item No:



Report to Overview and Scrutiny Committee

Overview and Scrutiny Work Programme 2020/21

The Overview and Scrutiny Committee is asked:

- I. To endorse the proposals to update the O&S Reports Tracker.
 - II. Consider if there are any new items that the Committee wishes to suggest. These will be assessed according to the Scrutiny Topic Selection Matrix and will then be brought back to a future meeting.
-

Date of O&S meeting: 11 February 2020

Chair of O&S Committee: Cllr N Ovenden

Relevant Portfolio(s):

Summary: The report considers the Overview and Scrutiny Work Programme for 2020/21. Topics scheduled on the report tracker and recent suggestions from the Committee have been prioritised using the Scrutiny Topic Selection Matrix for the Committee's consideration.

Exempt from Publication: **NO**

Background Papers: **Report of the Budget Scrutiny Task Group, O&S 21 January 2020**

Contact: Abi Moffatt, Policy and Scrutiny Officer
abi.moffatt@ashford.gov.uk – Tel: (01233) 330394

Report Title: Overview and Scrutiny Work Programme 2020/21

Introduction and Background

1. Each year the Committee is asked to suggest items that could be considered for future scrutiny. The tracker is then updated and a copy of this is attached at Appendix A. On this basis, the Committee's work plan for 2020/21 is formed.
2. The Scrutiny Topic Selection Matrix was approved by the Committee in January 2020 to identify and prioritise topics for the work programme. It was agreed that all of the current topics listed on the report tracker should be processed through the matrix in consultation with the Chairman, and brought back to the Committee for consideration. As some members of the Committee were not present, it was also agreed that the discussion of ideas for future scrutiny will be had at the next meeting.
3. The Committee usually looks at one in depth topic each year, for example, Wye3 Masterplan and Air Quality review, and submits an Annual Report to Full Council. It also considers suggestions made from the Budget Scrutiny Task Group and certain topics annually including the work of the Crime and Reduction Partnership, Safeguarding and monitoring of the council's performance.
4. This paper sets out the topics that are outstanding on the tracker and seeks the Committee's views. The topics have been ranked according to the scrutiny matrix in consultation with the Chairman of the Committee. The Committee are also asked to consider if there are other topics that would benefit from scrutiny during 2020/21.

Scrutiny Topic Selection Matrix Results - High Scoring Topics

5. It is proposed these items remain on the tracker and are allocated to upcoming meetings in the 2020/21 Work Programme:

Homelessness, Housing

6. A review on homelessness has been proposed recently in a meeting of the Budget Scrutiny Task Group and as a response to one year following the 2017 Homelessness Reduction Act. If approved, there is scope for a report to be brought forward to the Committee over the next coming months.

The Delivering of Carbon Neutrality, *Corporate Policy, Economic Development and Communications*

7. In a recent meeting of the Budget Scrutiny Task Group, the issue of carbon neutrality was raised as an area where future scrutiny would be beneficial. The Council's Carbon Neutral Strategy is being produced and is expected to be finished in the first few months of 2020. The Committee may want to look in to whether the goals outlined in the strategy are achievable.

Digital Transformation

8. Further to recent scrutiny of the budget for 2020/21, the Task Group recommended the Committee undertake a review of digital transformation across all of the council's services.

Recruitment and Retention in the Legal and Planning Services, *Legal and Democracy, Planning and Development*

9. Following this year's Budget Scrutiny, it was recommended to the Committee that a review on recruitment and retention within the legal and planning services is conducted.

Scrutiny Topic Selection Matrix Results – Lower Scoring Topics

10. It is proposed that the following items could be removed from the tracker going forward, subject to the Committee's views. The current position is set out for each item below:

Broadband provision and planning, *Corporate Policy, Economic Development and Communications/Planning and Development*

11. The issue concerning broadband was suggested in May 2018 by the Budget Scrutiny Task Group in regards to the council's work on delivering high-speed broadband to new and existing properties within the borough.
12. The Committee could consider removing this from the future work plan due to the amount of time passed, however, following recent changes in central government, the council's corporate policy team can keep watch for any relevant briefings and government announcements regarding broadband provisions.

Future plans for public transport, *Community Safety and Wellbeing*

13. In August 2019, it was suggested that the Committee look at the future plans for public transport in the Borough. This was requested by the Vice Chairman in regard to the use of low emission and fit for purpose buses in Ashford.
14. A 'Big 8' project is to look at the council's transport and infrastructure. Elements will also be covered by the carbon neutrality strategy. This is a wide ranging topic and so there could be potential to narrow the scope to a specific area of transport, if the Committee wished to do so.

Void Properties, *Housing*

15. Following discussions raised during scrutiny of the 2018/19 draft budget, the Committee has requested a report on work undertaken to address void properties in the PSL sector in July 2019.

Ashford Waste Water Treatment Works, *Community Safety and Wellbeing*

16. Waste Water Treatment Works was considered a future scrutiny issue in August 2018. This was initially requested in relation to the odours impact on the quality of residents' lives in Kennington and Little Burton Farm. This can be a topic revisited at a later date if necessary.

Kent Fire and Rescue Service

17. This issue was raised in May 2018 by the Committee in regards to a shortage of volunteer support for Kent Fire Rescue Service being noted at Tenterden. Due to the time passed since this topic was suggested and the change in Committee membership, it has been suggested that this should be removed from the upcoming programme.

Next Steps

18. The Overview and Scrutiny Committee is asked to:
 - i. **Endorse the proposals to update the O&S Reports Tracker.**
 - ii. **Consider if there are any new items that the Committee wishes to suggest. These will be assessed according to the Scrutiny Topic Selection Matrix and will then be brought back to a future meeting.**

Contact and Email

19. Abi Moffatt, Policy and Scrutiny Officer
abi.moffatt@ashford.gov.uk 01233 330394

<u>Scrutiny Topic Selection Matrix</u>	1. Represents a key issue for local people.	2. The issue is strategic and significant.	3. The topic falls within a community or corporate priority area.	4. Scrutiny of the issue will lead to effective outcome.	5. The extent to which the topic has been covered elsewhere.	6. Represents an issue of concern to stakeholders and partners.	7. The issue is of community concern or there is a high level of dissatisfaction with one or more services.	8. The scrutiny activity is timely.	Score	Rank	Review Type
Homelessness	5	5	5	4	3	2	4	4	32	1	R
Carbon Neutrality	5	5	5	3	2	4	4	2	30	2	R
Digital Transformation	4	5	4	4	2	2	3	4	28	3	Potential TG
Recruitment and Retention in Legal and Planning Services	2	2	3	3	3	4	3	3	23	4	R
Broadband Provision and Planning	4	4	4	2	1	3	2	2	22	5	
Future Plans for Public Transport	4	4	4	1	1	3	3	1	21	6	
Void Properties	2	2	3	2	4	2	3	3	21	7	
Ashford Water Waste Treatment	3	1	2	2	1	2	3	1	15	8	
Kent Fire & Rescue Service	2	1	3	2	2	3	1	1	15	8	

Each of the topics are scored for degree of 'fit', e.g. 1 (low) to 5 (high). The reviews with the best fit achieve the highest score.

1. Represents a key issue for local people.
2. The issue is strategic and significant.
3. The topic falls within a community or corporate priority area.
4. Scrutiny of the issue will lead to effective outcomes.
5. Has the topic been covered elsewhere in other services? (Yes = low score No = high score)
6. Represents an issue of concern to stakeholders and partners
7. The issue is of community concern or there is a high level dissatisfaction with one or more services.
8. The scrutiny activity is timely.

Review Type:

Each topic has an indicated review type: Task Group (TG), One-off report (R), Member Briefing (B), Other (O)

Score	What the score means
31 to 40	The issue/item has a high likelihood of entering the Scrutiny Work Programme but should be prioritised according to score
20 to 30	Item/issue has less chance of gaining a place on the Scrutiny Work Programme and should be held in abeyance
Under 20	Item/issue should not normally gain a place on the Scrutiny Work Programme

Overview and Scrutiny Committee

Report Tracker – 11th February 2020

Current Work Programme			
Report Title	Date due to O&S	Reporting Service	Scope of what is to be scrutinised
Community Safety Partnership	11 February 2020	Community Safety and Wellbeing	A review of the decisions made and action taken in connection with the discharge of crime and disorder functions by the members of the Community Safety Partnership. The Committee operates as the designated Crime and Disorder Committee for the council.
Safeguarding Update	11 February 2020	Housing	Annual update to the committee on the council's work on safeguarding adults and children at risk.
Overview and Scrutiny Work Programme 2020/21	11 February 2020	Corporate Policy, Economic Development and Communications	To consider the current topics on the report tracker and discuss new ideas to be put forward for the work plan for 2020/21.
Quarter 3 Performance	10 March 2020	Corporate Policy, Economic Development and Communications	Information on what the Council has achieved through its decision making; key performance data and wider contextual information.

Items for future consideration

Report Title	Date proposed to O&S	Reporting Service	Scope of what is to be scrutinised
Homelessness	December 2019	Housing	Responding to the Homelessness Reduction Act – one year on.
The Delivering of Carbon Neutrality	January 2020	Corporate Policy, Economic Development and Communications	Carbon Neutral Strategy and action plan
Digital Transformation	January 2020	All Services	Recommended for the work programme by the Budget Scrutiny Task Group, to ensure that there is enough resource for the digital transformation agenda.
Recruitment and Retention	January 2020	Legal and Democratic, Planning and Development	Recommended for the work programme by the Budget Scrutiny Task Group, to look at recruitment and retention in the planning and legal services.
Broadband provision and planning	May 2018	Corporate Policy, Economic Development and Communications/ Planning and Development	Requested by the Budget Scrutiny Task Group in regard to the council's work on delivering high-speed broadband to new and existing properties within the borough.
Future plans for public transport	August 2019	Community Safety and Wellbeing	Requested by the Vice-Chairman in regard to the use of low emission and fit for purpose buses in Ashford
Void properties	July 2019	Housing	Following discussions raised during scrutiny of the 2018/19 draft budget, the Committee has requested a report on work undertaken to address void properties in the PSL sector.
Ashford Waste Water Treatment Works	August 2018	Community Safety and Wellbeing	Requested by the Leader in regard to odours impacting on the quality of residents' lives in Kennington/Little Burton Farm
Kent Fire and Rescue Service – volunteer support	May 2018	Community Safety and Wellbeing	Requested by the Committee in regard to a shortage of volunteer support for KFRS being noted at Tenterden.