

## CRIME AND DISORDER OVERVIEW AND SCRUTINY SUB-COMMITTEE

<b>Subject Heading:</b>	Mobilisation of new enforcement service
<b>SLT Lead:</b>	Barry Francis
<b>Report Author and contact details:</b>	Karen Proudfoot Interim Head of Enforcement and Safety
<b>Policy context:</b>	The mobilisation of the agreed restructure of services within Neighbourhoods to create an integrated Enforcement and Safety service for Havering
<b>Financial summary:</b>	The total salary budget for the service is £2,070,561, which is funded through General Fund, HRA and grants from MOPAC, Public Health and Children's and Young Person Troubled Families Grant.

### The subject matter of this report deals with the following Council Objectives

Communities making Havering	
Places making Havering	X
Opportunities making Havering	
Connections making Havering	

### Summary

- 1.1 This report presents information regarding the progress of the mobilisation of the new Enforcement and Safety structure which commenced on 1 June 2020.

### RECOMMENDATIONS

- 2.1 The Sub-Committee are requested to note the report attached and decide on future reporting requirements.

<b>REPORT DETAIL</b>
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- 3.1 Tackling anti-social behaviour (ASB) and all aspects of environmental nuisance is a priority for the community and for Members and it was identified in 2017 that the Council's approach to enforcement had been fragmented and inconsistent.
- 3.2 After completing a detailed review and consultation it was agreed in December 2019 to proceed with the implementation of a new unified intelligence based enforcement and safety structure.
- 3.3 Implementation of the new structure was slightly delayed due to a change in personnel in February and March and the outbreak of the COVID19 pandemic. However preparation for the mobilisation continued in April and May and included:
- Order Devices for staff where required
  - Skills Audit undertaken to identify training needs
  - Draft Health and Safety Risk Assessments and circulate to staff for consultation
  - Place orders for identified and required equipment
  - Update Scheme of Delegation in place for new services
  - Agree and order uniforms
- 3.4 Mobilisation of the new structure commenced on 1 June 2020 and all staff were assimilated or appointed to new roles within the new structure.
- 3.5 The new structure, shown in Appendix A, resulted in the following main changes:
- 3.5.1 Officers from the Community Warden, Streetscene Enforcement and Parks Protection Team being realigned or appointed to the Environment Enforcement and Tactical Enforcement Teams. The three officers from the Parks Protection Team who have attested Constable authority in Parks, retain those powers and have been assimilated to the Day-time Tactical Enforcement Team.
- 3.5.2 Officers who had previously had subject specific posts dealing with ASB, Integrated Offender Management (IOM) and the domestic abuse Multi-Agency Risk Assessment Conference (MARAC) have been unified as Community Safety Officers to build resilience. The ASB Officers who deal with issues in Council Housing have also been aligned to ensure a unified approach to ASB.

- 3.5.3 The CCTV Service has also been aligned to the management of the Community Safety and Intelligence Manager.
- 3.6 A Training matrix, shown at Appendix B, has been developed to ensure all officers have received all required mandatory training and will receive the appropriate training to enable them to complete their new roles successfully. The training is supported by a revised Standard Operating Procedure, which documents guidance on the tools available. Classroom based training has not been completed to date due to the COVID19 pandemic.
- 3.7 Performance Indicators have been collected, Appendix C and D, however, these continue to evolve as new processes are developed to enable the accurate collection of data in the most streamlined manner.
- 3.8 An Enforcement and Safety Lead Officer matrix, Appendix E, has been established and shared with relevant Council and Police staff to enable the transition to the new structure to be as smooth as possible.
- 3.9 A review of the new structure is scheduled to commence after the first 6 months has concluded to ensure it is meeting the new requirements or to allow for adjustments if not.

<b>IMPLICATIONS AND RISKS</b>
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**Financial implications and risks:**

- 4.1 None arising from this report.

**Legal implications and risks:**

- 5.1 None arising from this report

**Human Resources implications and risks:**

- 6.1 None arising from this report

**Equalities implications and risks:**

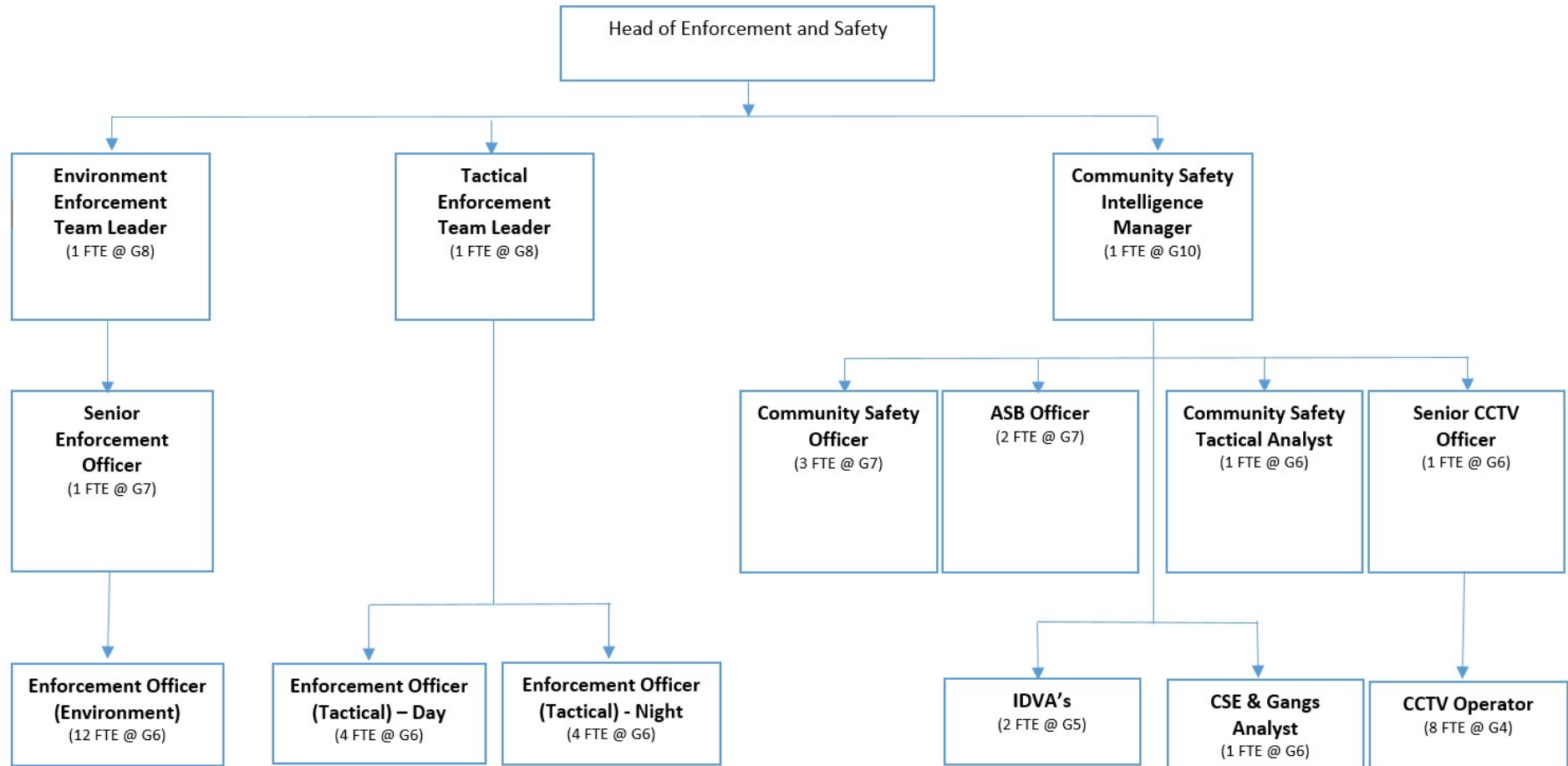
- 7.1 No equalities and social implications arising from this proposed decision.



# Havering

LONDON BOROUGH

## Appendix A



## Appendix B

Training	Type	Community Safety Intelligence Manager	ASB Officer	Community Safety Officer	Analyst	IDVA	Senior CCTV Operator	CCTV Operator	Tactical Enforcement Team Leader	Enforcement Officer (Tactical)	Environment Enforcement Team Leader	Senior Enforcement Officer (Environment)	Enforcement Officer (Environment)
<b>Mandatory</b>													
DSE and Workstation Health and Safety	Online	X	X	X	X	X	X	X	X	X	X	X	X
Fire Safety and Evacuation	Online	X	X	X	X	X	X	X	X	X	X	X	X
Introduction to Health and Safety at Work	Online	X	X	X	X	X	X	X	X	X	X	X	X
Driver Safety Awareness	Online	X	X	X	X	X	X	X	X	X	X	X	X
Lone Working Hazard & Risks	Online	X	X	X	X	X	X	X	X	X	X	X	X
Personal Safety in Other Peoples Homes & Premises	Online	X	X	X	X	X	X	X	X	X	X	X	X
Risk Assessment for Managers	Online	X							X		X		
Safe Manual Handling	Online	X	X	X	X	X	X	X	X	X	X	X	X
Safeguarding Adults in Health & Social Care	Online	X	X	X	X	X	X	X	X	X	X	X	X
Staying Safe with DSE	Online	X	X	X	X	X	X	X	X	X	X	X	X
Equality & Diversity Part 1	½ Day Classroom	X	X	X	X	X	X	X	X	X	X	X	X
Equality & Diversity Part 2 – Staff	½ Day Classroom	X	X	X	X	X	X	X	X	X	X	X	X
Equality & Diversity Part 2 – Managers	½ Day Classroom	X							X		X		
Freedom of Information Act – Level 1 Training (All Staff)	E-learning	X	X	X	X	X	X	X	X	X	X	X	X
Protecting Information Level 1 (All Staff)	E-learning	X	X	X	X	X	X	X	X	X	X	X	X
Protecting Information Level 2 (Managers)	E-learning	X					X		X		X		
Handwashing	E-learning		X				X	X	X	X	X	X	X
Infection control	E-learning		X				X	X	X	X	X	X	X
Donning and doffing PPE	E-learning		X				X	X	X	X	X	X	X
<b>Enforcement and Safety Service Specific</b>													
Regulation of Investigatory Powers Act (RIPA)	Classroom	X	X	X			X	X	X	X	X	X	X
Supporting Rough Sleepers and Homelessness	Internal Briefing	X	X	X		X			X	X	X	X	X
Action Counters Terrorism (ACT)	E-Learning	X	X	X	X	X	X	X	X	X	X	X	X
First Aid	Classroom							X	X	X	X	X	X
First Aid Refresher	Classroom												
Problem Solving	Classroom	X	X	X	X				X	X	X	X	X
Police And Criminal Evidence Act 1984 (PACE) Legislation, Interviews and Case Preparation	Classroom		X						X	X	X	X	X
Environmental Crime 2020	Classroom								X	X	X	X	X
Statutory Nuisance	Classroom								X	X	X	X	X

Crime and Disorder Overview and Scrutiny Sub-Committee – 29 September 2020

Training	Type	Community Safety Intelligence Manager	ASB Officer	Community Safety Officer	Analyst	IDVA	Senior CCTV Operator	CCTV Operator	Tactical Enforcement Team Leader	Enforcement Officer (Tactical)	Environment Enforcement Team Leader	Senior Enforcement Officer (Environment)	Enforcement Officer (Environment)
Court Skills	Classroom		X			X			X	X	X	X	X
Conflict Management	Classroom								X	X	X	X	X
CCTV Public Space Surveillance	Classroom						X	X					
Managing CCTV Control Rooms BTEC Level 4	Classroom	X					X						
Defibrillator	Classroom								X	X	X	X	X
Dealing with Abandoned Vehicles - Briefing	Team Briefing								X	X	X	X	X
Fly-Tipping in Havering	Team Briefing								X	X	X	X	X
Highway Obstructions in Havering	Team Briefing								X	X	X	X	X
Understanding the requirements of Houses of Multiple Occupation	Shadowing								X	X	X	X	X
Gang Awareness Training	Team Briefing	X	X	X			X	X	X	X	X	X	X
Body Camera Process and Use	Team Briefing						X	X	X	X	X	X	X
Public Space CCTV Awareness	Shadowing								X	X	X	X	X
Street Trading and Trading Standards Awareness	Team Briefing								X	X	X	X	X
Anti Social Behaviour, Crime and Policing Act 2014 Awareness	Classroom	X	X	X					X	X	X	X	X
Safeguarding Children	Team Briefing	X	X	X		X			X	X	X	X	X
Domestic Abuse Awareness	Team Briefing	X	X	X		X			X	X	X	X	X
Risk Identification Checklist (RIC)	Team Briefing	X	X	X		X			X	X	X	X	X
Securing of Hazardous items, inc sharps	Team Briefing								X	X	X	X	X
Universal Credit in Practice	Team Briefing	X	X	X		X							
ICT Requirements													
Open housing	Team Briefing	X	X	X	X				X	X	X	X	X
Microsoft Dynamics – CRM	Team Briefing	X	X	X	X				X	X	X	X	X
Love Havering APP	Team Briefing	X	X	X	X				X	X	X	X	X
Civica APP	Team Briefing	X	X	X	X				X	X	X	X	X
Earthlight	Team Briefing		X	X	X				X	X	X	X	X
Data Warehouse	Team Briefing		X	X	X				X	X	X	X	X
Land Registry	Team Briefing				X				X	X	X	X	X
DVLA	Team Briefing				X				X	X	X	X	X
Liquid Logic	Team Briefing	X	X	X	X				X	X	X	X	X



## Appendix E

### Enforcement and Safety Lead Officer Matrix

	<b>Diane Egan</b>	<b>Jane Eastaff</b>	<b>Teresa Munro</b>
	Community Safety and Intelligence Manager	Tactical Enforcement Team Leader	Environment Enforcement Team Leader
Domestic Abuse	Lead		
Integrated Offender Management	Lead		
Prevent	Lead		
Knife crime	Strategic Lead	Operational Lead	
ASB – Location		Lead	
ASB – Victim/Offender	Lead		
Waste related enforcement			Lead
PSPO	Strategic Lead	Operational Lead	
Environmental Crime			Lead
Gangs	Lead	Operational	
Child Sexual Exploitation	Lead		
Rough sleepers		Lead	
Community MARAC	Determined by issue	Determined by issue	Determined by issue
Community Trigger	Lead		
Vehicle Crime (not parking)	Lead		
Drifting		Lead	
Retail		Lead	
Licensees/night time economy		Lead	
Noise			Lead
CCTV	Lead		
Parks		Lead	
MOPAC	Lead		
Havering Community Safety Partnership	Lead		
Safer Neighbourhood Board	Lead		
Ward Panels		Lead	Lead
Junior Citizen		Lead	
Havering Joint TaskForce (aka S.92 Council Funded Police Team)		Lead	
Counter-Terrorism / ACT Awareness		Lead	
Safe Havens		Lead	
Hate crime	Lead		