

COMMUNITY SAFETY PARTNERSHIP MINUTES - 10 JULY 2013

Present:

Gabriel Amahwe	Director, Thames Valley Probation
Lindsey Bass	Youth Offending Service Manager, Reading Borough Council (RBC)
Anthony Brain	Community Safety Manager, RBC
Jo Daley	Anti Social Behaviour Team Manager, RBC
James Hahn	Local Police Area Deputy Commander, Thames Valley Police (TVP)
Marcus Hermon	Business Development Manager Parks, RBC
Lorraine Joslin	Voluntary and Community Sector representative
John Levy	Public Health Officer, Transition & Continuity, RBC
Councillor Jo Lovelock	Leader, RBC
Ann Manning	Magistrate
Shona Morrison	Policy Advisory, Office of the Police & Crime Commissioner
Julie Pett	Locality Manager, RBC
Nicky Simpson	Committee Services, RBC
Michelle Tenreiro Perez	Reading Drug and Alcohol Manager, RBC
Suzanne Westhead	Head of Adult Services
Avril Wilson	Director of Education, Social Services & Housing, RBC

Apologies:

Sarah Gee	Head of Housing, Neighbourhoods and Community Services, RBC
Darren Hughes	Governor, HM Prison Reading
Councillor Tony Page	Deputy Leader, RBC
Councillor Terry	Lead Councillor for Neighbourhoods, RBC

1. MINUTES AND MATTERS ARISING

The Minutes of the meeting held on 13 March 2013 were agreed as a correct record.

2. ELECTION OF CHAIR

Anthony Brain explained that the Chair of the Community Safety Partnership had historically alternated between the Chief Executive of the local authority and the LPA Commander from Thames Valley Police; since the Chief Executive had left, the Director of Education, Social Services & Housing had been chairing the meetings.

He said that the local authority was now proposing that the Lead Councillor for Neighbourhoods, whose portfolio included community safety, should Chair the meetings, which had received in principle support from Thames Valley Police and Thames Valley Probation, and that, in discussions with partners, there had also been some suggestion of rotating the Chair between the statutory groups. Councillor Lovelock said that Councillors felt strongly that the link back into the Council from the Partnership at the political level was important, and therefore asked that, if there was to be a rotation of Chair, the Lead Councillor could always be either Chair or Vice Chair.

The meeting discussed the possibility of rotating the chairing more widely between the statutory partners, with little support being expressed for full rotation and

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speakers noting that there were other ways of involving partners, that it was beneficial to have consistency and continuity, that some partners rarely had the capacity to attend meetings and that the local authority and police were considered appropriate Chairs.

It was suggested that it might also be worth considering Chairs being appointed for more than one year to assist in continuity, and that this and the future process for nominating Chairs could be considered further if necessary at the away-days proposed in another item on the agenda (see Minute 3 below), and a report brought back to a future meeting.

AGREED:

- (1) That the principle of having Liz Terry, the Lead Councillor for Neighbourhoods, as the Chair and Stuart Greenfield, the LPA Commander, as the Vice-Chair of the Community Safety Partnership for the remainder of 2013/14 be approved, subject to further review at a future meeting if necessary, depending on the outcome of discussions at the away-days (see Minute 3 below);
- (2) That, in the absence of Liz Terry and Stuart Greenfield, James Hahn, the LPA Deputy Commander, chair the current meeting.

(James Hahn took the Chair for the remainder of the meeting)

3. COMMUNITY SAFETY PARTNERSHIP PRIORITIES 2013-15 AND DELIVERY STRUCTURE

Anthony Brain submitted a report proposing priorities for the Community Safety Partnership (CSP) for 2013-15 and suggesting a review of the structure of the partnership in delivering those priorities and the holding of away-days to discuss further the structures and delivery plans.

The report explained that the CSP had reviewed the strategic assessment (SA) at its last meeting (Minute 3 refers). The SA had compared data trends for a number of key crime and disorder areas and a copy of the full SA was attached at Appendix A to the report. The SA had also considered the priorities set out in the Thames Valley Police and Crime Commissioner's (PCC) plan. Based on this information it had recommended areas of priority that the CSP should focus on, as follows:

- Theft from a motor vehicle
- Burglary
- Shoplifting
- Violence Against a Person (VAP) - focus on detections
- Domestic Violence including impact on children and safe relationships
- ASB - focus on situational / area based
- Hate Crime
- Substance misuse with a separate focus on young people and alcohol

The report explained that, following the review of these priorities at the CSP Executive Group meeting, it had been identified that the data within the SA in relation to Theft from a motor vehicle was misleading and that more recent data

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suggested that this priority should be removed. The Executive Group had agreed with this finding. The SA had been taken to all of the current partnership delivery groups for review and comment. In general, the delivery groups had agreed with the priorities set out in the SA and the Executive's view that Theft from a motor vehicle should be removed.

The Executive Group had also identified the need to review the structure of the partnership in delivering the CSP priorities. It had felt that there might also be the need for stand-alone task and finish groups to tackle other issues and emerging priorities such as provision for vulnerable women. The report explained the current structure and set out possible changes, noting that, according to a 360° review, whilst the partnership was strong at an operational level, the Executive Group lacked relevant and timely performance information, affecting its ability to set and influence strategic direction. The report therefore proposed that two half day away-days should be held to review and develop the priorities and structures for the CSP, looking at existing and proposed delivery groups, strategic and operational groups, the role and existence of the Management Group, and the role and membership of the CSP Executive Group.

Avril Wilson raised the issue of child sexual exploitation, noting that this emerging issue was obviously a key priority in practice, and suggesting that it could be included as a CSP priority, or be the subject of a Task & Finish Group. The meeting noted that there were a number of areas of operational activity in this field, and expressed some support for including this area as a CSP priority, but noted that there was currently no strategic lead on this issue.

The meeting discussed the possible deletion of the CSP Management Group, noting that there was no longer any analytical or performance management support to the Group and most of the work was now carried out by Anthony Brain. It was felt that there was little benefit in retaining the Group, which created a now unnecessary layer of bureaucracy between the Chairs of the Delivery Groups and the Executive. It was noted that there was also a resourcing issue which needed to be considered.

The meeting discussed the proposal to make the Drug & Alcohol Delivery Group change from its current wide focus on monitoring commissioned services to focusing on reducing the impact of substance misuse on crime and disorder, noting that this could remove a useful forum for discussing other key Drug & Alcohol issues, especially in relation to the work on recovery.

It was suggested that these last two issues needed to be considered further at the away-days.

AGREED:

- (1) That the CSP priorities for 2013-15 would be:
 - Burglary
 - Shoplifting
 - Violence Against a Person (focus on detections)
 - Domestic Abuse including the impact on Children
 - ASB - focus on situational/area based (nuisance) (as defined under the National Standards for Incident Recording (NSIR))

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- Hate Crime
 - Substance misuse with a separate focus on young people misusing substances and developing a specific alcohol strategy
- (2) That Avril Wilson discuss the issue of child sexual exploitation with the Chair of the Local Safeguarding Board, and the need for a strategic lead at local level, and report back to a future meeting;
 - (3) That a new Community Safety Plan for 2013 - 2015 be produced by the CSP Management Group or a Task & Finish Group, to reflect the priorities in (1) above, and a draft of this plan be made available for the Executive and Delivery Groups by the end of August 2013;
 - (4) That the Delivery Groups produce an action plan to deliver on the new priorities and that these, along with the Community Safety Plan, be reviewed by the Executive Group at its next meeting;
 - (5) That the new CSP structure set out in paragraphs 4.9, 4.12 and 4.14 of the report and outlined below be put in place to deliver the new priorities, subject to further discussion at the away-days in (7) below, especially on the existence and role of the Management Group, and the proposed crime & disorder focus of the Drug & Alcohol Delivery Group:
 - Executive Group
 - Management Group
 - Delivery Groups (Domestic Abuse, Community Based Crime, Offender Management, Town Centre and Drug and Alcohol)
 - (6) That the Executive Group could from time to time set up Task and Finish groups to tackle emerging issues not covered by one of the delivery groups;
 - (7) That the Executive Group hold two half day away-days to review the plan, delivery group action plans and delivery structure, and look at resourcing of performance management and analytical support, with the away-days to be attended by the Delivery Group Chairs.

4. RECOMMISSIONING DRUG AND ALCOHOL SERVICES IN READING

Michelle Tenreiro-Perez gave a presentation on the Recommissioning of Drug and Alcohol Services in Reading. Copies of the slides were tabled at the meeting.

Michelle explained why recommissioning of Drug and Alcohol Services was required and what was needed in order to be able to recommission successfully. She gave details of the way that Drug and Alcohol funding provision had changed from 2012/13 to 2013/14, with the Public Health grant no longer being ring-fenced and what had been the Home Office element of the Drug Intervention Programme (DIP) Grant now coming from the Police and Crime Commissioner (PCC).

In relation to PCC funding, she said that it was likely that a single allocation would be made to each CSP to cover the full range of community safety initiatives and activities, such as those carried out by what had been the DIP. The PCC funding allocation would reduce in 2014/15 from the £301,120 for 2013/14 and further

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reductions might be required. The local PCC had also said that the equity of funding across the Thames Valley would be reviewed, which might result in a significant shift of resources from one local authority area to another. Reading currently received a proportionately higher allocation of DIP funding, due to historically being an intensive DIP.

Michelle explained that a tender specification for the Drug and Alcohol services could not be prepared until a baseline of funding and performance indicators to ensure adherence with local strategic requirements could be included in the specification. The length of contract was likely to be three years, with the option of an additional two years, one at a time, and so funding and strategic direction received now would be included in tender documentation under clauses allowing for some change to these baselines, but the range of possible funding was currently too large to be practical.

Shona Morrison confirmed that the PCC was reviewing the funding formula and that it was likely that it would be the same as used for policing resources, based on population size and crime, and that the PCC was looking to confirm by September 2013 the overall community safety pot for three years, in order to give a degree of longevity. She noted that any reduction in funding would be staged, but said that she could not currently give an indication of the likely funding, but was due to meet the PCC the next day and could ask him to come up with suggested figures much earlier than intended.

Councillor Lovelock reported that this matter had been discussed at the Berkshire Leaders' meeting and sympathy with Reading's position had been expressed by all the Berkshire authorities. She and the Chief Executive of Wokingham Borough Council had been asked to enter into a dialogue with the PCC to present evidence to demonstrate the differing needs across Berkshire, and stress the inequity in using head count rather than need in sharing out funding, especially as the census returns were lower than average in Reading.

It was suggested that, in order to help with the tender specification, the CSP Executive Group could decide whether to protect the Drug & Alcohol work even if the PCC funding allocation was reduced, or whether all the areas covered by that funding would lose an equal percentage. It was agreed, however, that this was not an appropriate way to make decisions about allocation of CSP funding and that dialogue with the PCC should be pursued rather than a hasty decision being made by CSP prior to the Policy Committee on 15 July 2013. If the PCC did make greater reductions in funding, there would need to be further discussions between Councillors, officers and partners about the funding, and appropriate recommendations would need to be made to the CSP.

AGREED:

- (1) That the position be noted;
- (2) That Shona Morrison be requested to provide information on the Police and Crime Commissioner's likely Community Safety Partnership funding for Reading to Suzanne Westhead by Friday 12 July 2013, in advance of the Policy Committee on 15 July 2013;

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- (2) That a letter be sent to the Police and Crime Commissioner from the Chair and Vice Chair of the Community Safety Partnership and the Leaders and Chief Executives/Managing Directors of the Berkshire Unitary Authorities setting out representations about and the business case for maintaining differing CSP funding proportions across Berkshire.

5. ALANA HOUSE - WORKING WITH FEMALE OFFENDERS, THOSE AT RISK OF OFFENDING AND OTHER VULNERABLE WOMEN

Further to Minute 4 of the meeting held on 5 December 2012, and Minute 1(c) of the last meeting, Gabriel Amahwe tabled a report by Sarah Holland on the work of Alana House, a women's community project operating a one-stop-shop approach to supporting vulnerable women in Reading. Alana House had opened in March 2010 and worked to support the following:

- The needs of women released from prison and subject to Community Orders;
- Those at risk of offending;
- Any vulnerable woman to prevent them from entering the Criminal Justice System.

The service was currently funded by Thames Valley Probation (£145k) and John Paul Getty (£30k for two years), but future funding was an area of concern, as Probation were not able to pledge future funding.

The report gave details of the approach taken at Alana House, the services provided and the outcomes, and some case studies. It explained that partners from the Council, the DAAT and Probation had met in May 2013 to discuss the future of local female services to support women within the criminal justice system and/or those with multiple complex needs. There had been support for continuing to provide a local service and agreement that this should be raised with the CSP, and the report set out a number of questions about the principle of continuing a female-specific one-stop approach provision in Reading, possible co-commissioning, information provision and other possible services.

It was explained that Sarah Holland was leading a working group to look at longer term options and that, although this group had met, only a few had been at the meeting, and it had been decided that a further meeting was needed. Lorraine Joslin noted that she had not been invited to the group as agreed at the last meeting.

It was noted that the uncertainty about CSP funding for 2014/15 meant that it would be better to discuss this matter further once there was more clarity on funding, and also once the working group had met again.

It was suggested that the group be formally constituted as a Task & Finish Group of the CSP Executive Group and be tasked to look at different options, such as a co-funded range of services, different ways of delivering the same outcomes, or if necessary planned withdrawal, and submit a report back to the CSP.

AGREED:

- (1) That the report be noted;

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- (2) That the working group be constituted as a Task & Finish Group to examine the options for the future of Alana House, and submit a report to the CSP Executive Group on 4 December 2013;
- (3) That Lorraine Joslin and Anthony Brain be members of the Task & Finish Group.

6. OTHER BUSINESS

(a) CCTV - Automatic Number Plate Recognition (ANPR)

James Hahn reported that currently Reading was very light on ANPR cameras, with only five cameras, each only covering one lane of traffic. The police had been working to improve the set up, and the current plan was to increase the cover from five fixed sites covering five lanes to 12 sites covering 32 lanes, including several re-deployable set-ups. This had largely been funded, with only a £7.5k funding gap, and would greatly improve the gathering of information, including better understanding of the movements of offenders.

Anthony Brain reported that half the funding had come from Thames Valley Police and the remainder in kind from the local authority. The technology had been checked so that traffic management would be able to manage the traffic routes in Reading, and the set-ups could be redeployed as necessary, and an equality impact assessment had been carried out.

(b) Magistrates' Court

Ann Manning gave an update from the Chairman of the Bench on developments at the Magistrates' Court. A final decision in relation to the future court houses had not been made, but it was likely that there would be more closures. As an example, in October 2013, 44 or 45 courts a week were expected instead of 47 courts a week. Ann congratulated the Partnership on the reduction in crime which had led to these closures. She also reported on progress on the Family Justice Review, stating that work had already started on a new Thames Valley Panel format and that a Thames Valley Bench was expected in future.

AGREED: That the positions be noted.

7. DATES OF FUTURE MEETINGS

It was noted that the remaining meetings for 2013/14 would be held on the following dates:

25 September 2013

4 December 2013

12 March 2014

(The meeting commenced at 9.30am and closed at 11.33am)

**COMMUNITY SAFETY PARTNERSHIP EXECUTIVE GROUP MINUTES - 25 SEPTEMBER
2013**

Present:

Councillor Terry (Chair)	Lead Councillor for Neighbourhoods, RBC
Anthony Brain	Community Safety Manager, RBC
Councillor Lovelock	Leader, RBC
Councillor Page	Deputy Leader and Police & Crime Panel representative, RBC
James Hahn	Local Police Area Deputy Commander, Thames Valley Police (TVP)
Jo Middlemass	Anti Social Behaviour Team Manager, RBC
Julie Pett	Locality Manager, RBC
Lindsey Bass	Youth Offending Service Manager, RBC
Lorraine Briffitt	Voluntary and Community Sector representative
Pete Farmer	Station Manager, Royal Berkshire Fire & Rescue Service
Pol Exeter	Consumer Protection Manager, RBC
Sarah Gee	Head of Housing, Neighbourhoods and Community Services, RBC
Sarah Holland	SPO, Thames Valley Probation
Shona Morrison	Policy Advisor, Office of the Police & Crime Commissioner
Simon Hill	Committee Services, RBC

Apologies:

Ann Manning	Magistrate
Avril Wilson	Director of Education, Social Services & Housing, RBC
Darren Hughes	Governor, HM Prison Reading
Gabriel Amahwe	Director, Thames Valley Probation
Michelle Tenreiro Perez	Reading Drug and Alcohol Manager, RBC
Suzanne Westhead	Head of Adult Services

1. MINUTES AND MATTERS ARISING

The Minutes of the meeting held on 10 July 2013 were agreed as a correct record.

2. POLICE & CRIME COMMISSIONER'S COMMUNITY SAFETY FUND CONSULTATION

Anthony Brain gave a presentation on the new funding formula that had been proposed by the Police & Crime Commissioner (PCC). Correspondence from the PCC setting out the proposed formula and allocation of Community Safety Fund, and a response from the Leader of the Council had been circulated. At the meeting a table setting out the proposed allocation and a further letter from the PCC were tabled.

Anthony explained that the overall level of funding had been reduced in line with the reduction made by the Home Office, and that a proportion had been allocated to fund centrally provided work. The PCC was proposing to allocate the remaining funding to local areas based on the formula used to allocate police resources. The response from Reading had set out reasons against this including that it was too simplistic, did not take account of the original intended use of the funding, treated all crime types with equal weight and took no account of deprivation levels. The impact on Reading would be a large reduction in funding for the CSP, Drug and Alcohol Action Team, Youth Offending Service and Positive Futures.

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Shona Morrison reported that the PCC had not received many alternative suggestions for calculating funding, and suggested that any ideas be submitted to the PCC. She also noted that the funding had transferred from nine different funding pots within the Home Office, and that the formulas for calculating these had not been shared with PCCs. The Group suggested that a formula which took account of types of crime, the seriousness of offences and social deprivation should be used. It was also noted that continuing the present level of funding with a pro rata reduction to reflect the overall reduction would also be a preferable option for Reading.

AGREED:

- (1) That the presentation be circulated to the Group and sent to the PCC;
- (2) That Anthony Brain and Sarah Gee coordinate a response to the PCC, in consultation with the Chair and the Leader of the Council, including if possible a proposal for an alternative funding formula which took account of types of crime the seriousness of offences and social deprivation;
- (3) That the outcome of the discussions with the PCC be communicated to members of the Group;
- (4) That if necessary the Chair call an additional meeting to discuss the funding allocation.

3. CSP WORKSHOP FEEDBACK

Anthony Brain gave a verbal update on the outcomes of a CSP workshop that had been held on 19 September 2013. He explained that the workshop had been held to refresh the CSP's plans and priorities. New delivery groups had been agreed and their draft action plans were now being developed.

AGREED: That Anthony circulate the draft action plans for the Delivery Groups and the action plan pro-forma.

4. CHANGES TO PROBATION

An information report on changes to the Probation Service was circulated with the agenda.

It was noted that probation were a statutory partner in the CSP due to the partnership's responsibility to reduce reoffending, and that the CSP would therefore have to work with the proposed new Thames Valley Community Rehabilitation Company. The Chair proposed that the Group write a letter asking how the statutory obligation would be fulfilled by the new organisation.

The Group noted some of the potential risk areas during the transition period, including Integrated Offender Management and the 'transfer' of young offenders from the Youth Offending Service to Probation, and agreed that these would have to be monitored.

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2013**

AGREED: That Anthony Brain draft a letter asking how the statutory obligations would be fulfilled by the new Community Rehabilitation Company.

6. OTHER BUSINESS

(a) Inspection of Youth Offending Service (YOS) Child Protection

Lindsey Bass reported that HM Inspectorate of Probation had carried out a 'thematic' inspection of Child Protection in the YOS. The formal report would not be published until 2014 but informal feedback had been positive.

(b) Future Executive Group agenda items

Sarah Gee asked for suggestions for future agenda items and the following were discussed:

- Alana House and services for vulnerable women
- Sign off delivery group action plans
- Regular update reports from delivery groups covering performance, risks, challenges and achievements
- PCC funding update
- Regular updates on current crime figures
- Feedback from the NAG survey
- Gypsies and Travellers

(c) Reading Prison

The Group noted the announcement of the closure of Reading Prison.

AGREED: That the positions be noted.

7. DATES OF FUTURE MEETINGS

It was noted that the remaining meetings for 2013/14 would be held on the following dates:

4 December 2013
12 March 2014

(The meeting commenced at 9.32am and closed at 10.35am)