

Crime and Disorder Committee

Thursday 16 February 2017 at 7.30pm

Council Chamber
Runnymede Civic Centre, Addlestone

Members of the Committee

Councillors H A Butterfield (Chairman), P B Tuley (Vice-Chairman), I A Chaudhri, Mrs E Gill, Miss D Khalique, D J Knight, M J Maddox, A P Tollett and J J Wilson.

AGENDA

Notes:

- 1) Any report on the Agenda involving confidential information (as defined by section 100A(3) of the Local Government Act 1972) must be discussed in private. Any report involving exempt information (as defined by section 100I of the Local Government Act 1972), whether it appears in Part 1 or Part 2 below, may be discussed in private but only if the Overview and Scrutiny Select Committee so resolves.
- 2) The relevant 'background papers' are listed after each report in Part 1. Enquiries about any of the Agenda reports and background papers should be directed in the first instance to **Carol Holehouse, Democratic Services Section, Law and Governance Business Centre, Runnymede Civic Centre, Station Road, Addlestone (Tel: Direct Line: 01932 425628). (Email: carol.holehouse@runnymede.gov.uk).**
- 3) Agendas and Minutes are available on a subscription basis. For details, please ring Mr B A Fleckney on 01932 425620. Agendas and Minutes for all the Council's Committees may also be viewed on www.runnymede.gov.uk.
- 4) In the unlikely event of an alarm sounding, members of the public should leave the building immediately, either using the staircase leading from the public gallery or following other instructions as appropriate.

'see overleaf'

5) **Filming, Audio-Recording, Photography, Tweeting and Blogging of Meetings**

Members of the public are permitted to film, audio record, take photographs or make use of social media (tweet/blog) at Council and Committee meetings provided that this does not disturb the business of the meeting. If you wish to film a particular meeting, please liaise with the Council Officer listed on the front of the Agenda prior to the start of the meeting so that the Chairman is aware and those attending the meeting can be made aware of any filming taking place.

Filming should be limited to the formal meeting area and not extend to those in the public seating area.

The Chairman will make the final decision on all matters of dispute in regard to the use of social media audio-recording, photography and filming in the Committee meeting.

LIST OF MATTERS FOR CONSIDERATION

PART I

Matters in respect of which reports have been made available for public inspection

	<u>Page</u>
1. FIRE PRECAUTIONS	7
2. NOTIFICATION OF CHANGES TO COMMITTEE MEMBERSHIP	7
3. MINUTES	7
4. APOLOGIES FOR ABSENCE	7
5. DECLARATIONS OF INTEREST	7
6. PREVENT (COUNTER-TERRORISM) STRATEGY AND TRAINING SCHEDULE	7
7. VIOLENT CRIME INCIDENTS – POLICING UPDATE	11
8. LATEST CRIME STATISTICS FOR RUNNYMEDE	13
9. EXCLUSION OF PRESS AND PUBLIC	14

PART II

Matters involving Exempt or Confidential Information in respect of which reports have not been made available for public inspection.

a) **Exempt Information**

(No reports to be considered under this heading)

b) **Confidential Information**

(No reports to be considered under this heading)

GLOSSARY OF TERMS AND ABBREVIATIONS

TERM	EXPLANATION
ABC	Acceptable Behaviour Contract
ABG	Area Based Grant
ACC	Assistant Chief Constable (SP)
ACS	Active Citizen System - Police Public Information Messaging System
ANPF	Accelerated Neighbourhood Partnership Funding
APA	Association of Police Authorities
ASB	Anti Social Behaviour
ASBI	Anti Social Behaviour Injunction
ASBO	Anti Social Behaviour Order
BCS	British Crime Survey
BCU Fund	Basic Command Unit Funding (SP)
BIM	Borough Intelligence Model – Safer Runnymede’s online ASB reporting forms
BTP	British Transport Police
CIAG	Community Incident Action Group – multi agency group which reports to the CDRP and deals with problem individuals
CRA	Crime Reduction Advisor
CPS	Crown Prosecution Service
CPS	Community Payback Scheme - Probation Service work previously known as Community Service
CSP	Community Safety Partnership
CSS	Community Safety Strategy
DA	Domestic Abuse (Surrey County Council’s preferred terminology rather than Domestic Violence)
DAAT	Drug & Alcohol Advisory Team commissioning body for drug & alcohol services.
D of E	Duke of Edinburgh award scheme
DV	Domestic Violence (national recognised term)
DVD	Digital Versatile Disc
DYO	Deter Young Offenders – Youth Justice Service Program for under 18’s already within the criminal justice system
FPN’s	Fixed Penalty Notices
GOSE	Government Office of the South East
HMIC	Her Majesty’s Inspector of Constabularies
ICADs	Intergraph Control & Dispatch System – Police computer system for call handling & dispatching work.
IDVA	Independent Domestic Abuse Advisor – attached to specialist Domestic Abuse Courts
IHC	Incident Handling Centre – Police call centre

IOM	Integrated Offender Management – probation led multi agency work to provide a comprehensive support program to individuals
ISP	Information Sharing Protocol
IT	Information Technology
JAG	Joint Action Group - multi agency group which reports to the CDRP and deals with problem locations or crime types
KPIs	Key Performance Indicators
KSIs	Killed & Seriously Injured - national statistics regarding road collisions
LSP	Local Strategic Partnership
MAISP	Multi Agency Information Sharing Protocol – umbrella policy which the SISP operates within.
MAPPAs	Multi Agency Public Protection Arrangements – deals with precautions and plans around known sex offenders and high risk individuals in the Borough
MARACs	Multi Agency Risk Assessment Conferences – deals with precautions and plans around individuals involved in Domestic Abuse and their families.
NEET	Not in education, employment or training
North Cluster	Police area which includes Runnymede, Spelthorne & Elmbridge.
NSO	Neighbourhood Specialist Officer (Police)
NT	Neighbourhood Team (Police)
PADs	Partnership Action Days – multi agency events which involve the public to reassure, offer information or build community spirit
PAYP scheme	Positive Activities for Young People funding stream for youth activities from the proceeds recovered from crime.
PCC	Police Crime Commissioner
PCSO	Police Community Support Officers
PCT	Primary Care Trust
PPIU	Public Protection Investigation Unit
PPOMP	Prolific & Priority Offender Management Panel – Multi agency group which works with individuals over 18 years of age who are already known to the criminal justice system.
RBC	Runnymede Borough Council
REED	Roadside Education & Enforcement Days
RHUL	Royal Holloway University of London
RPCSO	Roads Police Community Support Officer
SARCs	Specialist Assault Rape Centres
SCC	Surrey County Council
SCSU	Surrey Community Safety Unit
SDVC	Specialist Domestic Violence Courts
SFRS	Surrey Fire & Rescue Service

SISP	Surrey Information Sharing Protocol particularly for crime & disorder purposes sits under the MAISP
SMS	Short Message Service – text messaging
SNT	Safer Neighbourhood Team
SP or Sur Pol	Surrey Police
SPA	Surrey Police Authority
SR	Safer Runnymede Care & Control Centre
SRP	Safer Runnymede Partnership
SSCPB	Safer & Stronger Communities Partnership Board
SWA	Surrey Women's Aid – Domestic Abuse service provider in Runnymede
YES	Youth Engagement Scheme short program run by Surrey Fire & Rescue Service
YJS	Youth Justice Service
YPCSO	Youth Police Community Support Officer

1. **FIRE PRECAUTIONS**

The Chairman will read the Fire Precautions which set out the procedures to be followed in the event of fire or other emergency.

2. **NOTIFICATION OF CHANGES TO COMMITTEE MEMBERSHIP**

3. **MINUTES**

To confirm and sign, as a correct record, the Minutes of the Meeting of the Committee held on 1 December 2016 (Appendix 'A')

4. **APOLOGIES FOR ABSENCE**

5. **DECLARATIONS OF INTEREST**

If Members have an interest in an item, please record the interest on the form circulated with this Agenda and hand it to the Legal Representative or Committee Administrator at the start of the meeting. A supply of the form will also be available from the Committee Administrator at meetings.

Members who have previously declared interests which are recorded in the Minutes to be considered at this meeting need not repeat the declaration when attending the meeting. Members need take no further action unless the item in which they have an interest becomes the subject of debate, in which event the Member must leave the room if the interest is a disclosable pecuniary interest or if the interest could reasonably be regarded as so significant as to prejudice the Member's judgement of the public interest.

Members are advised to contact the Council's Legal section prior to the meeting if they wish to seek advice on a potential interest.

6. **PREVENT (COUNTER-TERRORISM STRATEGY AND TRAINING SCHEDULE (COMMUNITY DEVELOPMENT))**

Synopsis of report:

The Counter Terrorism and Security Act received Royal Assent on 12 February 2015 and states local authorities must, in the exercise their functions, have 'due regard to the need to prevent people from being drawn into terrorism'.

A new borough Prevent Strategy has been developed which will set out the Council's duty to prevent individuals being drawn into terrorism.

As part of fulfilling the Council's statutory duty we are ensuring that colleagues have received the required training and are aware of the referral process if they do have any concerns.

A training schedule will be arranged for all staff which includes a face to face workshop that would be delivered by a Home Office accredited Officer, which will run for 1.5 hours. The schedule will also include shorter drop-in sessions for those unable to attend full WRAP training. It is intended to train 70% of staff in 2017. In addition, Prevent is now a topic on the basic safeguarding training, which all staff must already undertake.

The Prevent Strategy was considered at the Corporate Leadership Team (CLT) Meeting on Monday 28 November 2016 and at the Community Services Committee (CS) on Thursday 5 January 2017. Both CLT and CS committees approved the Prevent Strategy and agreed the training strategy.

Recommendation:

The Committee note the new Prevent Strategy 2016-18 and training strategy approved for Runnymede Borough Council staff.

None - For information only.

1. Context of Report

- 1.1 Under the new Prevent Duty (Counter Terrorism and Security Act 2015) local authorities will be required to have due regard to preventing people being drawn into terrorism by safeguarding and protecting vulnerable individuals.

2. Report

- 2.1 Runnymede Borough Council has developed a strategy and action plan to ensure that it meets its legal statutory requirement. The Prevent duties must be incorporated into Council policies and functions to ensure the Council is meeting its safeguarding responsibilities (Appendix 'B')
- 2.2 Early intervention is at the heart of Prevent in diverting people away from being drawn into terrorist activity. Prevent happens before any criminal activity takes place. It is about recognising, supporting and protecting people who might be susceptible to radicalisation.
- 2.3 If an individual is referred, a risk assessment is conducted at the "Channel Panel" which is arranged by Runnymede Borough Council, and chaired by an Officer representing Surrey County Council Community Safety. This meeting is conducted through a multi-agency approach to protect people at risk from radicalisation. Channel uses existing collaboration between local authorities, statutory partners, the police and the local community to identify individuals at risk of being drawn into terrorism and assess the nature and extent of that risk, with a view to developing the most appropriate support for the individuals concerned.
- 2.4 The Channel process is about safeguarding children and adults from being drawn into committing terrorist-related activity. It is about early intervention to protect and divert people away from the risk they face before illegality and a crime occurs.
- 2.5 If an individual is found to have engaged in terrorist related criminal activities, including planning or attempting to carry out an attack, this will be dealt with solely by the Police, and will not be the responsibility of the Council.
- 2.6 The Prevent Strategy outlines the key elements of staff training, governance, risk assessment, Channel Panel and preventing the use of Council property being used for extremist activity. The strategy also includes the local action plan.
- 2.7 The training schedule within the Prevent Strategy will ensure that all staff will obtain the knowledge and skill to be aware of potential extremist activity and how to refer these concerns to the relevant agencies.

3. Policy framework implications

- 3.1 The action plan highlights a number of the Council's functions that would be affected by the Prevent Strategy and these have been integrated into existing policies including:-

- Safeguarding policy
- Human Resources
- Procurement and use of Council halls and ICT facilities (both internal and external)

4. Resource implications

- 4.1 There will not be any significant resource implications relating to the introduction of the Counter Terrorism and Security Act 2015.
- 4.2 There are also no additional costs associated with this strategy, as Applied Resilience staff is certified by the Home Office to deliver WRAP (Workshop to Raise Awareness of Prevent) training in house. The Community Safety Officer will also be able to deliver the Prevent training.
- 4.3 Delivery of the training will be organised with HR.

5. Legal implications

- 5.1 Section 26 of the Counter Terrorism and Security Act 2015 places a duty on the Council in the exercise of its functions to have 'due regard to the need to prevent people from being drawn into terrorism'. In discharging such duty the Council must still abide by its other statutory duties.
- 5.2 Article 10 of the European Convention on Human Rights, incorporated into UK law by the Human Rights Act 1998, gives the right to freedom of expression. The Council must respect this right but it is qualified and may be subject to limitations provided they are lawful, necessary and proportionate and in pursuit of a legitimate aim, which can include e.g. the interests of national security, public safety or the prevention of disorder and crime.
- 5.3 The Council must comply with the Equality Act 2010, which prohibits discrimination against individuals because of their protected characteristics. Also by section 149 of that Act, the Public Sector Equality Duty requires the Council, as a public authority, when carrying out its functions to have regard to, eliminating discrimination, harassment and victimisation; advancing equality of opportunity and fostering good relations between people who share a protected characteristic and those who do not.
- 5.4 Under the Data Protection Act 1998, the Council must follow the Data Protection Principles when processing, including disclosing, the Personal Data of individuals. There are further restrictions for Sensitive personal information, which may include e.g. a person's ethnic background, political opinions or religious beliefs. Where the Counter Terrorism and Security Act 2015 authorises or requires disclosure of such information, it is within the framework of the DPA, i.e. under its exemptions, including for the prevention, detection or investigation of a crime and on grounds of national security.

6. Equality implications

- 6.1 Officers have conducted an Equality Impact Screening Assessment which has been considered by the Council's Equalities Group. The Council's Equalities Group agreed a full Equality Impact Assessment would not be required. (Appendix 'C')
- 6.2 An Equality Impact Assessment (EIA) for the U.K's Prevent Strategy was conducted by the Home Office in June 2011. The EIA concluded that the Government's original Prevent Strategy delivered in 2007 had been perceived to have negatively and disproportionately impacted on religion/belief and to some extent on race, specifically Muslims of South Asian/Middle Eastern/African descent. However, the current Prevent Strategy 2011 includes a wider range of threats which would mitigate the negative impact on Muslim communities. The current strategy has been expanded to include all forms of terrorism.
- 6.3 Runnymede's Prevent Strategy does not discriminate against any of the nine protected characteristics which included all services users, employees and the wider community.

It is acknowledged that discrimination of race and/or religion/belief has the potential to occur. However, this will be mitigated through training delivered to all staff ensuring this is managed proportionally.

6.4 The Prevent training will also provide a positive opportunity to increase equality awareness within the Runnymede Borough.

7. Unison Comments

- 7.1 Unison supports the Council's aim to prevent the promotion of and engagement in terrorism and protect the more vulnerable in society from becoming involved in unlawful acts.
- 7.2 We should promote democracy, the rule of law, individual liberty and mutual respect and tolerance for those with different faiths and beliefs. In practice this includes challenging extremist ideas used by terrorist groups and can purport to legitimise terrorist activity.
- 7.3 We should also challenge views which express racism, intolerance, sexism, homophobic and Islamophobic comments whenever they occur. However, we also need to make sure that the challenge does not reinforce these views in the individuals that hold them.
- 7.4 In discharging the Prevent Duty, the Council must comply with a number of legal requirements as set out below:
- The Council has a duty to ensure freedom of speech contained within Article 10 of the European Convention on Human Rights.
 - The Council is bound by the Equality Act 2010 which prohibits discrimination on the grounds of protected characteristics.
 - The Public Sector Equality Duty instructs local authorities to eliminate unlawful discrimination, harassment and victimisation and to foster good relations between people who share a relevant protected characteristic and people who do not share it.
 - The Counter Terrorism and Security Act states that its provisions do not require or authorise making a disclosure that would contravene the Data Protection Act or disclosure of any sensitive information, which includes ethnic background, political opinions and religious beliefs. However, there are exemptions when processing is necessary for the purposes of the prevention or detection of any unlawful act.
- 7.5 Unison agrees that having different levels of training is appropriate. All staff need to have an understanding of the factors that make people vulnerable to being drawn into terrorism and know how to refer anyone about whom they have legitimate Prevent related concerns, as well as having regard to safeguarding and the importance of protecting vulnerable members of the public.
- 7.6 However, staff should not be placed under undue pressure with regard to complying with the Prevent Duty. Training should provide clarity about what requirements the legislation places on staff in the conduct of their work. Equally, training should be given which highlights the safeguards under freedom of speech, Equalities and Data Protection legislation, which limit the scope for abuse of the Prevent Duty.
- 7.7 Application of the Prevent Duty should not be so widely drawn that it pressurises staff to report as suspect legitimate participation in activities such as political interest and engagement and it should not encourage staff to single out any group on the basis of race, religion or belief or any other protected characteristic.

8. Timeline

8.1 The following timetable for the introduction and implementation of the Prevent Strategy has been set:

- **Strategy to go to CLT for approval** - November 2016 (completed)
- **Strategy to go to Community Services Committee for approval** – January 2017 (completed)
- **Formulating full training Schedule** - January 2017 (completed)
- **Begin training** - January 2017
- **Strategy to go to Crime and Disorder Committee for information** – February 2017
- **Oversight of action plan** - Ongoing

(For Information)

Background papers

Counter Terrorism Strategy, Home Office
Prevent Duty Guidance, Home Office
Channel Duty Guidance, Home Office
Surrey Prevent Strategy, Surrey County Council

7. VIOLENT CRIME INCIDENTS – POLICING UPDATE

Synopsis of report:

To receive a report from the Surrey Police Borough Inspector regarding violent crime incidents in the Borough

Recommendation:

None - For information only.

1. **Context of report**

- 1.1 At its last meeting the Committee noted three recent violent crime incidents in the Borough and agreed to receive an update from the Surrey Police Borough Inspector on action taken in respect of these incidents. Inspector Pinkerton's report is set out below.

2. **Report**

2.1 Knife incident in a barbers in Chertsey

- 2.1.1 On Monday, 7 November at around 13:00 hours, Surrey Police received a report of two men having a violent altercation in King Clippers Barber's in Guildford Street. The argument then continued outside the shop onto the pavement. A man in his 30s was taken to hospital with injuries which were found not to be life threatening but included a puncture wound to his head. Initial enquiries indicated that both men were known to each other, were not local to Runnymede, and that there was no wider risk to the public.

- 2.1.2 Surrey Police issued press appeals for the name and whereabouts of a man who left the scene in a car prior to police attendance. Officers in Staines CID are dealing with the investigation of the incident. A suspect has been identified. This is an ongoing and extensive enquiry led by Surrey Police. It has benefitted from the cooperation of several other police forces as Surrey Police seek to locate and arrest the suspect.

2.1.3 The Runnymede Safer Neighbourhood Team were at the scene and provided reassurance to the public.

2.2 Disorder at the Red Lion Public House, Village Road, Thorpe

2.2.1 At 00:10 hours, 26 November 2016, a report was made to the police of a large group of males fighting some of whom were armed with knives. It was also reported that someone had been stabbed, and another attacked with a bottle. A fight had broken out in the car park adjacent to the Red Lion and the pub garden. It appears that there were two mutually hostile groups involved. The premises were hosting the landlord's son's 18th birthday party. On police arrival, approximately 200 people were present in the road outside the public house. Three injured parties were found – one had been stabbed in the back, one had been hit with a bottle and another hit with a brick.

2.2.2 A dog unit, multiple response units and the National Police Air Support helicopter attended this incident.

2.2.3 The stabbing victim was taken to St. George's Hospital where he was found to have a suspected punctured lung (which was not life threatening). The other injured parties had minor injuries. One male was arrested at the scene on suspicion of affray. A weapon was recovered at the scene. Enquiries are on-going to determine what further offences have been committed in the melee and by whom. A public appeal for anyone with information and who may have captured the incident on their mobile phone has been issued by Staines CID. The Runnymede Safer Neighbourhood Team patrolled Thorpe for the next few days and liaised with the Community Safety Team around the licensing issues raised by the affray.

2.3 Attempted Murder, Salvation Army, Addlestone

2.3.1 On 25 November 2016, at 13:19 hours, Police attended a disturbance at a Salvation Army charity shop at 118 Church Road, Addlestone. Two adult victims had been attacked by a man with a long handled gardening fork. One victim was found with serious injuries to the head and this was treated as an attempted murder. The second victim had grievous bodily harm level injuries. Both were taken to hospital for treatment. Police officers quickly located the suspect nearby and the weapon used was located.

2.3.2 The suspect and the two victims work as volunteers at the Salvation Army premises and knew each other. There is no indication that this assault could have been anticipated and there are no wider community implications. After the incident, the Runnymede Safer Neighbourhood Team conducted regular area patrols in the location during the day in marked vehicles to provide extra visibility and reassurance to the community.

2.3.3. Officers in Staines CID dealt with the investigation of the incident. The suspect was charged and remanded pending trial. It is understood that, at the time of writing the report, the defendant has not entered any plea and the court has adjourned until 10 February.

3. **Conclusion**

None of these incidents are linked. They all received a prompt response to ensure public safety and in all three cases arrests were made at the scene. These are serious and complex crimes which are being led by CID. They all involve detailed examination of forensic evidence and extensive enquiries to locate witnesses and secure evidence.

(For information)

Background Papers

Email from Inspector Pinkerton – 11 January 2017

8. LATEST CRIME STATISTICS FOR RUNNYMEDE

Synopsis of report:

To provide the Committee with a brief comparison of crime in Runnymede year on year and a breakdown of common crime types across the three northern Boroughs provided by the Surrey Police Borough Inspector.

Recommendation:

None - For information only.

1. Context of report

1.1 This report is to provide the Committee with a brief comparison of crime in Runnymede year on year and the breakdown of common crime types across the three northern Boroughs.

2. Report

2.1 A brief comparison of crime in Runnymede year on year is at Table 1 below and a breakdown of common crime types across the three northern boroughs by share of crime type is at Table 2 below. This information is supplied by the Surrey Police Borough Inspector and was requested by the Committee at its last meeting.

Table 1 - Year on Year – April 2015 – December 2015 compared with April 2016 – December 2016

Offence	Elmbridge	Spelthorne	Runnymede	Northern
Burglary	118.5	139.1	97.7	118.4
Criminal Damage	93.6	107.8	82.7	95.1
Drugs	64.7	66.5	74.3	69.1
Violence with injury	91.0	93.7	97.6	93.8
TNO	102.4	102.7	99.1	101.6

TNO = Total Notifiable Offences. This is a count of all offences which are statutorily notifiable to the Home Office. The National Fraud Authority now records figures for frauds in the UK, instead of individual police forces, so the TNO count excludes fraud offences.

Table 2 - Year on Year – April 2015 – December 2015 compared with April 2016 – December 2016 breakdown of common crime types across the three Northern Boroughs

Offence	Elmbridge	Spelthorne	Runnymede	Northern
---------	-----------	------------	-----------	----------

Burglary	44%	33%	23%	100%
Criminal Damage	37%	38%	25%	100%
Drugs	25%	33%	43%	100%
Violence with injury	36%	35%	29%	100%
TNO	37%	34%	28%	100%

(For information)

Background Papers

Email from Inspector Pinkerton – 11 January 2017

9. EXCLUSION OF PRESS AND PUBLIC

OFFICERS' RECOMMENDATION that –

where appropriate, the press and public be excluded from the meeting during discussion of the following report(s) under Section 100A(4) of the Local Government Act 1972 on the grounds that the report(s) in question would be likely to involve disclosure of exempt information of the description specified in appropriate paragraphs of Part 1 of Schedule 12A of the Act.

(To Resolve)

PART II

Matters involving Exempt or Confidential information in respect of which reports have not been made available for public inspection

a) Exempt Information

(No reports to be considered under this heading)

b) Confidential Information

(No reports to be considered under this heading)

Crime and Disorder Committee

Thursday 16 February 2017

Appendices

<u>Appendix</u>	<u>Report</u>	<u>Page no.</u>
A	Minutes - 1 December 2016	1 – 4
B	Prevent Strategy 2016-2018	5 – 33
C	Prevent Equality Screening	34 - 35

Runnymede Borough CouncilCRIME AND DISORDER COMMITTEE1 December 2016 at 7.30.p.m.

Members of the

Committee present: Councillors H A Butterfield (Chairman), P B Tuley (Vice-Chairman), I A Chaudhri, Mrs L M Gillham, Miss D Khalique, M J Maddox, A P Tollett and Mrs G Warner.

Members of the

Committee absent: Councillor D J Knight

Councillors R J Edis and Mrs D V Clarke also attended.

Inspector Nick Pinkerton (Surrey Police) also attended.

381 FIRE PRECAUTIONS

The Chairman read out the Fire Precautions.

382 MINUTES

The Minutes of the meeting of the Committee held on 7 July 2016 were confirmed and signed as a correct record.

383 NOTIFICATION OF CHANGES TO COMMITTEE MEMBERSHIP

The Groups mentioned below had notified the Chief Executive of their wish that the changes listed below be made to the membership of the Committee. The changes were for a fixed period ending on the day after the meeting and thereafter the Councillors removed would be reappointed.

<u>Group</u>	<u>Remove From Membership</u>	<u>Appoint Instead</u>
Conservative	Councillor J J Wilson	Councillor Mrs G Warner
Runnymede Independent Residents'	Councillor Mrs E Gill	Councillor Mrs L M Gillham

The Chief Executive had given effect to these requests in accordance with Section 16(2) of the Local Government and Housing Act 1989.

384 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor D J Knight.

385 DECLARATIONS OF INTEREST

Councillor H A Butterfield declared a non-pecuniary interest in the agenda item concerning Foxhills Club and Resort – Policing Update And Update On Policing In The Borough as he was a Member of the Foxhills Club.

386 FOXHILLS CLUB AND RESORT – POLICING UPDATE AND UPDATE ON POLICING IN THE BOROUGH

The Committee received a written report from the Surrey Police Borough Inspector, Nick

Pinkerton, on policing in respect of Foxhills Club and Resort (Foxhills), a private club and spa resort on Stonehill Road, Ottershaw. This report was an update on the previous report given to the Committee on 7 July 2016. This was the third report that the Committee had received on the policing of Foxhills and it had been requested by the Chairman of the Committee, Councillor Butterfield. Inspector Pinkerton was present at the Committee meeting to advise Members.

Foxhills was situated in a rural locality within the Rowtown, Ottershaw and Foxhills police beat area. In that general beat area, between 7 July and 30 October 2016, there had been 326 crime reports, 69 of which were in the Ottershaw area with 4 being in the KT16 0EL postcode. From April 1 2016 to 30 October 2016 in the Rowtown, Ottershaw and Foxhills beat area there had been an 11.4% reduction in Total Notifiable Offences (TNO) compared to the same period last year. TNO was a count of all offences which were statutorily notifiable to the Home Office excluding fraud offences. There had been two more thefts from motor vehicles compared to the same period last year and three fewer burglaries from non-dwellings (such as sheds).

Details of four reports of offences at Foxhills between 7 July and 30 October 2016 were noted as set out in Exempt Appendix '1' to the Agenda which contained exempt information under paragraph 7 of Schedule 12A to Part 1 of the Local Government Act 1972 – relating to any action taken in connection with the prevention, investigation or prosecution of crime. The Committee resolved to consider these reports without the press and public present and a Minute of the Committee's discussions on this matter is set out below.

The police continued to work with Foxhills regarding crime prevention. On 18 August, Police Sergeant Ali Dunlop and Crime Prevention Officer Mr Vic Smith from the Community Safety team had attended a meeting with Mr Jason Adams, the General Manager of Foxhills Club and Resort, and Mr Steve Barrass, Foxhill's site Health and Safety Officer, to discuss crime reduction. Not all of the suggestions from the police had been implemented by the Club on grounds of cost, operational practicalities and Club members' wishes. Other police recommendations had been accepted such as providing external training to staff to deal with any aggressive visitors. Mr Adams had confirmed that all staff were now made aware of any potential issues so that they could go to the affected area to provide support. The 18 August meeting had noted that Mr Adams would be further considering measures to prevent or reduce crime in the Club grounds.

At the 18 August meeting, Mr Adams had stated that there had been as many as eight recent thefts from members' vans. It was apparent that not all incidents had been reported to the Police. Mr Smith had suggested that a short e-mail to the Police Safer Neighbourhood Team (SNT) would ensure that the police captured such incidents when owners did not report them. Mr Adams had commented that he had not seen a police presence recently, but had accepted that recent critical events in the borough would affect the police's availability to provide this.

The Committee noted that both Area Policing Teams and Police Community Support Officers (PCSO)s included Foxhills as locations for discretionary patrols. The PCSO visits were more regular as they had a greater latitude to plan as their role did not involve immediate response to emergency incidents. The SNT continued to send details of crimes occurring to similar businesses or of relevance in the area by e-mail to Foxhills for dissemination to their security personnel and other staff. Foxhills could contact the police for non-urgent matters through a monitored e-mail address. Inspector Pinkerton had reported that there was no evidence to indicate that Foxhills was suffering currently from a disproportionate level of crime, based on an assessment of threat, risk and harm. The Police Community Safety and Neighbourhood Teams continued to work with Foxhills to reduce crimes.

Inspector Pinkerton reported that no further offences had been recorded at Foxhills since 30 October 2016. He agreed to supply the Committee with information on a recent Her Majesty's Inspectorate of Constabulary report on Surrey Police's Efficiency and a summary of the main features of Surrey Police's new policing model called Policing In Your Neighbourhood. He also verbally provided latest information on the statistics for crime in Runnymede and agreed to circulate those details to the Committee along with a comparison of crime statistics relating to other north Surrey district Council areas (i.e. Elmbridge and Spelthorne) as those areas were more similar to Runnymede than local authority areas in the south of the County (e.g. Guildford, Tandridge or Waverley).

The Committee asked Inspector Pinkerton about various policing issues in the borough. The police had no reason to suppose that three recent violent crime incidents in the borough were connected. One knife crime incident in a barbers in Chertsey involved two people who had no connection with the area. Police CID were pursuing this and were hopeful of prosecutions resulting. In another incident at Thorpe, a knife had been used by an individual at a party. A third incident had occurred at a Salvation Army shop in Addlestone in which an individual had suffered injuries to the head from another person wielding a pitchfork. These three incidents were all spontaneous outbreaks of violence. Throughout the country as a whole, knife crime was increasing. The Government was introducing legislation to make possession of a knife a more serious offence. The Committee agreed to receive an update from the Borough Inspector at its next meeting on action taken in respect of these three recent violent crime incidents in the borough.

A Member asked about investigation into recent burglaries in Gordon Drive and Hillcrest Avenue in Chertsey and suggested that an organised gang might be involved. Inspector Pinkerton reported that domestic burglary incidents were 17% down in Runnymede compared to last year. However, there was always a rise in the number of burglaries in the period leading up to Christmas as the limited number of daylight hours provided more opportunities for theft. There was no reason to suppose that a burglary gang was operating in Runnymede. The recent burglaries in the borough had been opportunistic. The police had a 2 weekly review meeting on burglary to discuss ways in which burglary could be prevented as this crime caused the public a great deal of distress. Residents should keep doors and windows secure and locked and should keep their lights on if they were going out from their home after dark.

The Committee was pleased to note that the police had recently arrested an individual who they considered was likely to be responsible for a number of burglaries in the borough. A Member reported that a person had been reported masquerading as a policeman and Inspector Pinkerton advised that this was a rare occurrence. A more common form of crime was distraction burglary. The police devoted a considerable amount of resources to combatting distraction burglary where older people were deceived into letting criminals into their home, thinking those criminals were acting bona fide. Furthermore, older people could be less capable at describing perpetrators of crime for the purposes of identification because older people sometimes had less good memories and sight than younger people.

It was noted that the enforcement of parking restrictions outside schools was undertaken by Runnymede's Civil Enforcement Officers. If Members knew of any school that they considered should be given particular attention they were invited to email the Council's Corporate Head of Planning and Environmental Services or the Council's Parking Manager. The Committee noted that Police Community Support Officer Mike James had been seriously ill but had received recently a good prognosis and the Committee passed on its best wishes to him.

While the police reached a large number of people by social media, they did recognise that some people preferred to communicate in person face to face. Therefore they were introducing "meet the beat" pop up clinics throughout the borough at various locations at which police Officers would be present to discuss policing with the public. The police would

advise Ward Councillors of the dates and Ward Councillors were welcome to attend these clinics. The Chairman commented that the police use of social media was helpful and a facebook message issued by the police on counterfeit money had been particularly useful to the public. It was noted that the new plastic bank notes issued by the Bank of England were designed to reduce counterfeit money fraud.

The Committee agreed to receive an item from the Borough Inspector at each meeting on the latest statistics for crime in Runnymede in comparison with other north Surrey district Council areas, including tables of key data. The Committee thanked Inspector Pinkerton for the information that he had provided.

387 FUTURE ITEMS FOR THE COMMITTEE

The Committee was invited to indicate any issues that it wished to discuss at future meetings. The Committee noted a report summarising its functions. The Committee agreed that it was content to receive items of business as referred to in the Minute above on Foxhills Club and Resort – Policing Update And Update On Policing In The Borough. A Member suggested that, if the Committee acted in a scrutiny capacity, forensic skills were useful and advised that the University of Birmingham provided this kind of training. The Chairman invited Members to contact him if they had any suggestions for training and he would discuss any suggestions received with the Chief Executive.

388 FOXHILLS CLUB AND RESORT – POLICING UPDATE AND UPDATE ON POLICING IN THE BOROUGH – PRESS AND PUBLIC EXCLUDED

By resolution of the Committee, the press and public were excluded from the meeting during the consideration of this matter under Section 100A(4) of the Local Government Act 1972 on the grounds that the discussion would be likely to involve the disclosure of exempt information of the description specified in paragraph 7 of Schedule 12A to Part 1 of the Act.

The Committee discussed the detail of four reports of offences at Foxhills between 7 July and 30 October 2016. The Committee noted that while the police could provide crime prevention advice they could not provide security services for organisations. It was agreed that a suggestion be made on behalf of the Committee to Foxhills Club and Resort that, in order to spread the cost over a longer period, the Club consider implementing on a phased basis the further crime prevention measures as advised to the Club by the Police.

Chairman

(The meeting ended at 8.22.p.m.)

PREVENT Strategy 2016 - 2018

October 2016



Runnymede Borough Council
Runnymede Civic Centre
Station Road
Addlestone
Surrey
KT15 2AH
www.runnymede.gov.uk

Runnymede 
BOROUGH COUNCIL

Contents

Contents	Page
Overview	1
Local Context	2
Aims and Objectives	3
Scope	4
Prevent Duty Legislation	4
Prevent as Safeguarding	5
Key Requirements: Risk Assessment and Channel Panel	7
Expectation A: Training	10
Expectation B: Publicly Owned Property & not affiliating with extremist organisations	16
Expectation C: Governance	20
Action Plan	21
Glossary	27

Background Paper

Counter Terrorism and Security Act (2015)
Channel Duty Guidance (2015)
Prevent Duty Guidance (2015)
Working with Communities under the Prevent Strategy (Surrey Police)
Surrey Information Sharing Protocol

1. Overview

The Counter Terrorism and Security Act received Royal Assent on 12 February 2015 and states that local authorities must, in the exercise of its functions, have 'due regard to the need to prevent people from being drawn into terrorism.'

Prevent is one of four objectives which make up the Government's Strategy for Countering Terrorism, **CONTEST**, with the other objectives being Pursue, Protect and Prepare. Prevent is unique, in that it is the only element of CONTEST that takes place in the pre- criminal space, before any illegal activity has taken place. Radicalisation could be comparable to other forms of harm and abuse, and therefore considered a safeguarding issue, which needs to be thought of alongside the Council's wider safeguarding agenda

The Prevent Strategy has three key objectives:

1. **Respond** to the ideological challenge of terrorism and the threat we face from those who promote it;
2. **Prevent** people from being drawn into terrorism and ensure that they are given appropriate advice and support; and
3. Work with sectors and institutions where there are risks of radicalisation which we need to address. The strategy is set up to challenge all forms of terrorism, including the influence of far right extremists.

Terrorism is not a new phenomenon, as there has been atrocities carried out or planned by radicalised groups and individuals in the United Kingdom for decades. However, there are two primary reasons that the Prevent Duty has been established, and why it is becoming an increasingly vital element of the overall counter terror strategy. The first is that the threat level has increased nationally in recent years. The second reason, and perhaps the more relevant to Prevent, is the changing nature of the terror threat.

In August 2014, the threat from international terrorism in the United Kingdom was escalated from 'substantial' to 'severe' by The Joint Terrorism Analysis Centre (JTAC), meaning an attack is *highly likely*. In May 2016, the threat from Northern Ireland- related terrorism in Great Britain was raised from 'moderate' to 'substantial', meaning an attack is a *strong possibility*.

Terrorists are a product of extremist views. At present, some of the most prominent sources of extremist views which could be adopted by vulnerable people include:

- Extreme religious fundamentalism;
- Northern Ireland- related extremism;
- Far- right extremism;
- Radical environmentalism;
- Violent Animal Rights activism and extremism.

This Prevent Strategy for Runnymede Borough Council is intended to address the ever evolving threat from all types of extremist views. Extreme religious fundamentalism in particular has seen a recent shift from highly organised, wide scale attacks orchestrated by large terrorist organisations (often based abroad) such as the 9/11 attacks in the USA and the 7/7 attacks in London, to an increase in lone-wolf style attacks perpetrated by residents of the UK acting in isolation. In the latter instance, it is possible for an individual to self-radicalise and carry out attacks completely on their own, being merely inspired by larger organisations rather than directly involved in them, particularly with the wealth of fundamental terrorist material easily available on the internet. Evidence from mainland Europe points to many attacks targeting not large landmarks or city centres, but rather more local targets. This is evidenced by recent attacks in Germany and France, which have taken place in such locations as on rural transport networks and village churches.

These developments bring more focus to areas of the UK traditionally considered 'low risk' and requires a more formal and systematic approach to preventing and preparing for terrorism. Despite the Borough ordinarily being considered a safe and peaceful place in which to live, work or visit, near universal access to the world wide web and other technology means that virtually anybody can be radicalised (either in isolation or through direct contact with a terrorist organisation) anywhere and at any time. It is no longer necessary to travel to a specific location, and therefore a vulnerable Runnymede resident now has a much higher chance than ever before of developing extremist views, and indeed acting upon them.

This document is written according to the stated key elements of the Prevent Duty, and the expectations set out to Runnymede Borough Council by the Home Office with regards to the duty, in order to ensure that all are being sufficiently addressed.

2. Local Context

According to the 2011 Census, Runnymede has 80,510 residents, of which 66,882 were born in the UK. Whilst there is diversity present in the Borough, the level is not as high as in other areas of Surrey and Greater London. High levels of diversity,

whilst ordinarily being a positive influence, has the potential to spark tensions, particularly in the wake of national or international events.

The importance of Runnymede's proximity to key national infrastructure is an important factor. This could potentially lead terrorist organisations to target vulnerable residents in order to gain influence in a key strategic location. The Borough is close to Heathrow Airport, is intersected by both the M25 and M3 motorways and has two train lines running directly into Central London. The proximity of Gatwick Airport is also a factor. On the other hand, areas of Runnymede are quite rural in nature. These areas can potentially be used as bases for planning, training and reconnaissance.

3. Aims and Objectives

The aim of this strategy is to support the national counter terrorism strategy by outlining the issues and actions Runnymede Borough Council will address in order to fulfil its Prevent duties under the Counter Terrorism and Security Act (2015).

The objectives of this policy are in line with those of National Prevent Strategy (see page 1.), tailored to a local level;

- to respond to the ideological challenge of terrorism and the threat Runnymede faces from those who promote it;
- to prevent residents, particularly those who avail of council services, from being drawn into terrorism, and ensure that they are given appropriate advice and support; and
- to work with members of the community where there are risks of radicalisation. To challenge all forms of radicalisation and terrorism, and strive to adhere to the principle of 'do no harm' in our endeavours.

4. Scope

This policy deals with the consideration and actions to be taken by Runnymede Borough Council in dealing with vulnerable individuals **at risk** of being radicalised **prior to engaging in criminal activity**. Once terrorist-related criminality has taken

place, an individual is no longer suited to Prevent, and will be dealt with by the police under a different element of CONTEST.

5. Prevent Duty Legislation

The Counter Terrorism and Security Act (2015), applies the Prevent Duty to local authorities, other agencies working with vulnerable adults, children and young people where the work is being discharged on behalf of a local authority, NHS Trusts and NHS Foundation Trusts, Higher & Further Education, schools, prison and probation and the Police.

The statutory guidance (March 2015) identifies **two key elements** to meeting the Prevent Duty:

1. A collective assessment of the risk that goes beyond the Counter Terrorism Local Profiles (CTLP) produced by the Police so that there is demonstrable engagement with partners and those to whom the Duty applies. Prevent action plans will need to be developed to address any risks identified for an area and will vary depending on whether or not an area is deemed a Prevent priority.
2. The establishment of a Channel Panel so that any individuals of potential concern can be referred for appropriate interventions. This is chaired by the County Council, and supported by all partners.

These key elements are addressed in section 7 of this plan.

Further to the aforementioned key elements, all specified authorities, including Runnymede Borough Council is **expected** to:

- A. Provide appropriate training for staff involved in the implementation of this duty, including frontline staff who will need to understand what radicalisation means, why people may be vulnerable to it, how to spot the signs and how to report a potential referral to the Channel Panel;
- B. Not associate with extremist organisations. This includes not providing a platform for extremists through allowing them to hire publicly-owned venues or access public resources to disseminate extremist views (including through our IT equipment), and not working with organisations who are engaged in any extremist activity or espouse extremist views; and

C. Maintain appropriate records to show compliance with their responsibilities and provide reports when requested; as well as having effective information sharing procedures in place that are proportionate and comply with the Data Protection Act 1998.

These expectations are covered in sections 8-10 of this strategy.

6. Prevent as Safeguarding

It is already the safeguarding responsibility of Runnymede Borough Council and Surrey County Council to protect young people and adults at risk from harm, abuse or exploitation. The Prevent Duty extends this responsibility to protect against harm from extremism and radicalisation. The safeguarding emphasis is on supporting vulnerable people, rather than informing on those who may have become radicalised.

There is no obvious profile or single indicator of a person likely to become involved in extremism. The process of radicalisation is different for every individual and can take varying amounts of time from case to case. Some instances of radicalisation take years, whereas others may adopt an extremist ideology in a very short space of time. Vulnerable people can be exposed to the messages of extremist groups by many means. These can include:

- the influence of family members or friends;
- direct contact with extremist groups and organisations, or
- through the internet and social media.

Terrorist groups have mastered the art of galvanising extremist sympathies through the social networking sites.

The following push / pull factors have been attributed as vulnerabilities to extremism, regardless of the specific ideology:

Push Factors

- Sense of alienation from wider society;
- Lack of engagement with mainstream politics;

- Lack of social skills to mix with other communities;
- Lack of critical-thinking skills to challenge propaganda.

Pull Factors

- Belonging to an extremist group offers a clear identity;
- Clarity of an extremist ideology, devoid of nuances and complexities;
- Reinforcement of extremist views by close contact with like-minded people, online and offline;
- Sense of community developed by extremist groups, online and offline.

This is not an exhaustive list, nor does it suggest that someone who fits one or all of these definitions will adopt violence, but they are factors to consider when working in a safeguarding environment, particularly in relation to extremism.



7. Key Requirements: Risk Assessment and Channel Panel

Risk Assessment

Under the Prevent Duty, RBC is required to fully support the risk assessment process, undertaken by Surrey Police. This process results in the publishing of a Counter Terrorism Local Profile (CTLP) for Surrey, which is shared with Prevent Leads in relevant organisations.

This support is offered by the local authority through participating actively and fully in Prevent Partnership group meetings, and ensuring that Prevent remains a standing item on the agenda for Community Safety Boards. More detailed information on how this process is being managed within Runnymede Borough Council can be found in the action plan, section 11 of this strategy.

Channel Panel

Channel is a practical programme which focuses on providing support at an early stage to people who are identified as being vulnerable to being drawn into terrorism. The programme uses a multi-agency approach to protect vulnerable people by:

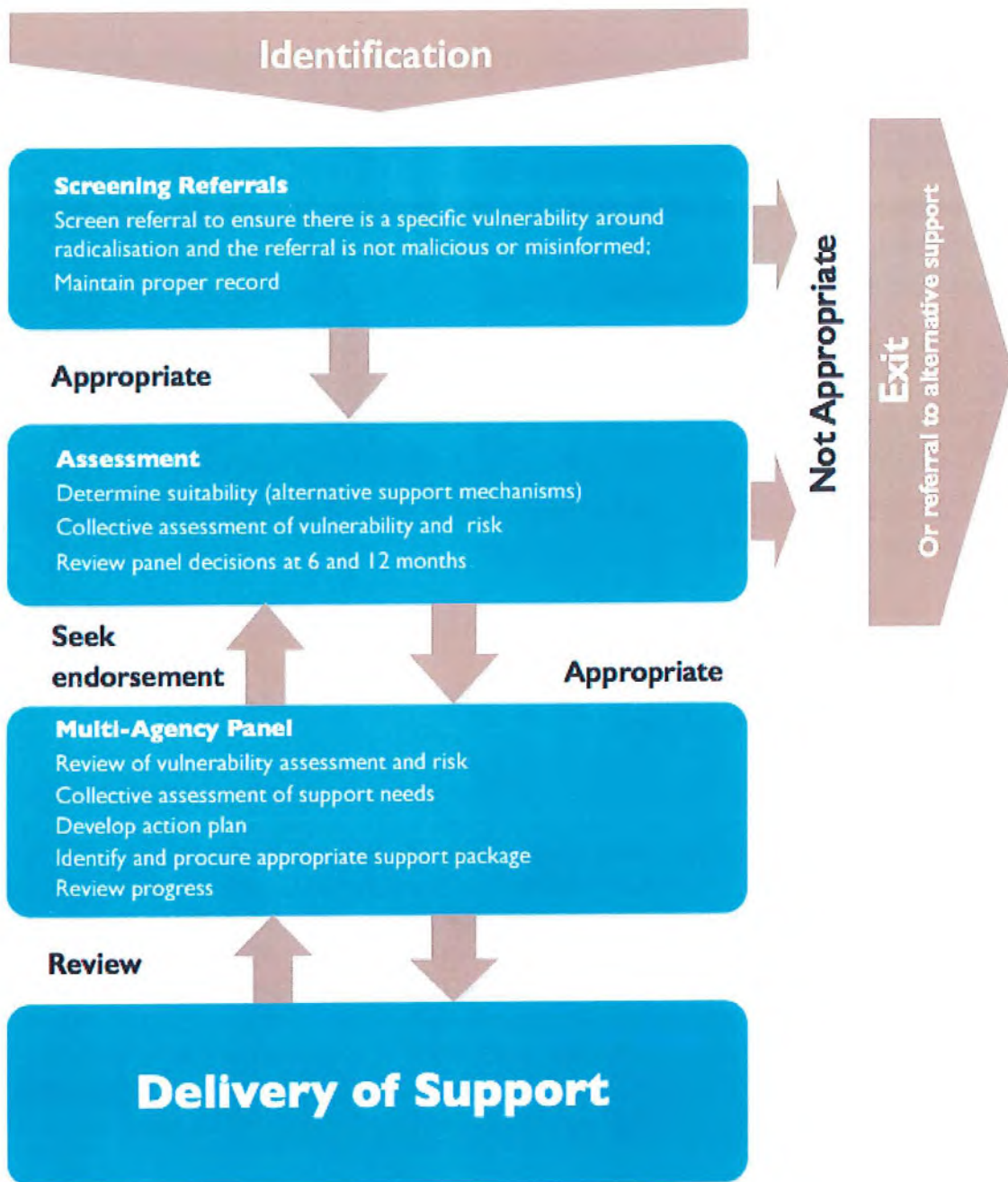
- Identifying individuals at risk;
- Assessing the nature and extent of that risk;
- Developing the most appropriate support plan for the individuals concerned.

The diagram on page 8 describes the Channel process, and full details can be read in the Prevent Duty Guidance (2015), identified as background paper C.

The Local Authority Chair (Surrey CC), Applied Resilience (as RBC's contracted deliverer) and the Surrey Police Prevent Coordinator will be present at each panel, alongside any other members as deemed necessary for each case.

Channel Panel Members	
Core members	
Surrey County Council Community Safety- Panel Chair	
Applied Resilience (RBC's contracted deliverer for Emergency Planning and Business Continuity)	
Runnymede Safeguarding Lead (Community Development)	
RBC Community Safety	
Attendance dependent on circumstance	
NHS	
Surrey County Council Social workers	
Relevant Schools, further education colleges and universities	
Youth offending services	
Directors of children's and adult's services	
Chairs of Surrey Safeguarding Children Boards and Surrey Safeguarding Adult Boards	
Border Force	
Runnymede Housing	
Housing Associations	
Prisons	
Home Office Immigration (Immigration Enforcement, UK Visas & Immigration)	
Probation	

Table 1: Channel Panel Members



Source: Home Office Channel Guidance (2015) p. 6

7.1 Implementation Strategy:

Ordinarily, the Community Safety Officer (CSO) will book in a Chanel Panel every month, and invite all the members, to ensure that diaries are kept free. If there is no case to go before a panel, the meeting will be cancelled. If a case comes forward, the CSO will consult with partners to decide who is appropriate and necessary to attend. There may also be cases that are deemed urgent by the Police and warrant a more rapid panel meeting to be called, which will be organised by the CSO in conjunction with Applied Resilience.

The Channel Panel will take place in the Civic Centre in Addlestone, and will be organised in conjunction with Surrey Police Prevent Coordinator, and Prevent Officer for the Borough, who will inform the CSO and Applied Resilience of the need to either organise a meeting, or make use of a pre-booked monthly slot.

The CSO will then inform of partners of a need to meet, and provide the relevant background materials for the panel meeting.

8. Expectation A: Training

It is the responsibility of Runnymede Borough Council to ensure that staff are aware of Prevent, and know how to recognise vulnerabilities and to be fully aware of how they refer a case if necessary. The duty focuses on frontline staff. Within RBC, it is felt that it is important to extend this knowledge to all staff, at an appropriate level. This is feasible, with the introduction of universal safeguarding training in 2016, covering Prevent, and given that training can be delivered in house and at no extra cost by Home Office Accredited WRAP (Workshop to Raise Awareness of Prevent) trainers through Applied Resilience, and the Community Safety Officer. A number of different training packages have been devised, in order to ensure that training is readily available to all staff at an appropriate level.

Prevent Training	
Package 1	
What?	<p>Basic Safeguarding Training</p> <p>Includes an elementary introduction to Prevent, recognising signs of vulnerability to radicalisation, and how to refer a case.</p>
Who?	<p>Delivered online to all staff in 2016.</p> <p>Delivered online to all new staff as part of induction process in order to ensure that it is phased in and that all staff are eventually aware of the basic tenants of Prevent.</p>
Learning Outcomes	<ul style="list-style-type: none"> -A basic awareness of the Prevent Duty -An overview of recognising the signs of radicalisation -A basic knowledge of correct referral process
Training Schedule	Online, as required.
Package 2	
What?	<p>Express Prevent Awareness Session</p> <p>Applied Resilience as Home Office accredited trainers provide an overview of Prevent duties, covering the critical elements in a short session to heighten awareness of responsibilities, in sessions lasting approximately 20 minutes.</p>
Who?	Frontline staff who are unable to attend the full WRAP training.
Learning Outcomes	<ul style="list-style-type: none"> • An understanding of the Prevent strategy and officer's role within it

	<ul style="list-style-type: none"> • The ability to use existing expertise and professional judgment to recognise the vulnerable individuals who may need support • Local safeguarding and referral mechanisms and people to contact for further help and advice.
Training Schedule	A number of sessions in 2017.
Package 3	
What?	<p>WRAP training</p> <p>Applied Resilience as Home Office accredited trainers provide face-to-face, bespoke WRAP training, lasting about 1.5 hours.</p>
Who?	Frontline staff
Learning Outcomes	<ul style="list-style-type: none"> • An enhanced understanding of the Prevent strategy and an officer's role within it • The ability to use existing expertise and professional judgment to recognise the vulnerable individuals who may need support • Local safeguarding and referral mechanisms and people to contact for further help and advice.
Training Schedule	A series of sessions in 2017, followed by 1-2 sessions per year thereafter to cover new staff. AR will remain in close liaison with HR in case of an unusually high number of new staff and a need for additional sessions.
Package 4	
What?	WRAP Train the Trainer

	Face to Face coaching, delivered by the Police in order to certify (Home Office certified?) individuals to deliver WRAP training.
Who?	Designated Prevent Lead(s)
Learning Outcomes	<ul style="list-style-type: none"> • All of the learning outcomes from package 2, as well as; • Have an increased awareness of the issues relating to all forms of extremism • Be capable of delivering WRAP training following a script, to an audience
Training Schedule	As required upon the appointment of a new Prevent Lead (for example if no longer delivered by Applied Resilience)

Table 2: Level of Prevent Training

8.1 Training implementation strategy

Applied Resilience and CSO are working closely with Human Resources in order to ensure that staff are trained to the appropriate level, with respect to the 'due regard' element of the duty. It is now a requirement that all staff are required to complete training Package 1 (see Table 2 pg.9), and all new staff must take the course as part of their induction. This training needs to be refreshed every three years.

Package 1 will cement Prevent as an important element of safeguarding in the first instance., This will aid in embedding Prevent into the safeguarding culture of RBC.

Frontline staff will be encouraged to take training Package 2 as it allows for the greatest level of tailoring to suit the needs for the individuals and services at hand. This will aid in ensuring that not only are we meeting our Prevent Duty as a local authority, but that we are exceeding expectations with regard to doing our utmost as an organisation to support the National Counter Terror Strategy.

For pragmatic reasons, it is accepted that certain services will not be able to release all of their frontline staff for full WRAP training. A survey of senior managers was carried out to

identify the level of availability for training, and this indicated that some frontline staff will require an option of shorter sessions, Package 3 lasting 20 minutes. These can be carried out at lunch times if necessary.

From year 2, training Package 2 will be scheduled to place in two sessions to accommodate new starters, unless Applied Resilience/ CSO is advised by HR that there has been an unusually high turnover of staff, or any other reason there may need to be additional sessions. All frontline staff will need to undertake this training within one year of starting, and the need for express sessions will be reviewed at this point. For a summary of the training implementation strategy, see Table 3 pg.13.

Applied Resilience, CSO and Human Resources will work together to ensure that the most appropriate training schedule is devised, bearing in mind the diverse range of staff with different access abilities and skills. Trainers will also consider what approach to take with casual staff from different services and a comprehensive record of the training will be maintained. The aim is to train 70% of frontline staff on Package 2 or 3 in 2017.



Training Schedule		
	Year 1	Year 2
Package 1	All Staff	New staff
Basic online safeguarding. Staff to take refresher after 3 years		
Package 2	Necessary number of session to cover frontline staff who cannot attend Package 3 sessions	To be reviewed, based on uptake of Package 3 sessions
To be considered a back-up to training package 2, if attendance not possible in 12-month period		
Package 3	Necessary number of sessions to cover frontline staff	Two sessions to cover new staff
Preferred training for frontline staff, where practical		
Package 4	Only required for new Prevent Leads as necessary	
Delivered to Prevent Leads by Police partners		

Table 3: Summary of Training Schedule

9. Expectation B: Publicly owned property and not affiliating with extremist organisations

Publicly owned property:

The terms and conditions for hiring RBC owned halls have a number of provisions which would mitigate the risk of inadvertently allowing extremist activity to take place within them, and have been updated to reflect the Prevent Duty in 2016.

2.3 The Hirer must state clearly on the booking form the purpose of hall hire. The hall shall not be used for any other purpose.

4.18 [THE HIRER] MAY display an advertisement poster on the notice board inside the hall, subject to prior approval by the Runnymede Halls Manager. No posters should be displayed without consent.

5.4 [THE COUNCIL] MAY cancel or refuse a booking at any time if Officers are of the opinion that:

- the nature of the booking is potentially offensive to the public in general; or*
- the proposed event may result in a breach of the peace or damage to Council property or other illegal activity whether the fault of the Hirer or otherwise.*
- The event is not as stated clearly on the booking form*

5.5 [THE COUNCIL] MAY through its officers and agents enter the premises at any time and satisfy themselves that these terms of hire are being complied with.

9.B Posters, banners, placards, decorations and flags are not to be affixed to fixtures or fabric so as to cause any damage and must not obstruct gangways or entrances or fire exits. Approval of the aforementioned must be sought from the Council and overseen by the Duty Officer.

In addition to the above conditions, all hall hires are discussed with each individual hirer to ascertain their requirements and purpose of the event.

Internet:

Runnymede Borough Council uses Sophos Web Filtering software to protect staff on the internet, as well as public access computers. Below are the filters most relevant to the Prevent Duty;

- *Criminal Activity*: This category includes sites for advocating, instructing, or giving advice on performing illegal acts; tips on evading law enforcement; and lock-picking and burglary techniques
- *Intolerance & Hate*: This category includes sites that advocate or incite degradation or attack of specified populations or institutions based on associations such as religion, race, nationality, gender, age, disability, or sexual orientation; sites that promote a political or social agenda that is supremacist in nature and exclusionary of others based on their race, religion, nationality, gender, age, disability, or sexual orientation; holocaust revisionist or denial sites and other revisionist sites that encourage hate; coercion or recruitment for membership in a gang or cult; militancy and extremist sites; and flagrantly insensitive or offensive material, including those with a lack of recognition or respect for opposing opinions and beliefs.
- *Peer to Peer*: This category includes peer-to-peer file sharing clients and peer-to-peer file sharing servers.
- *Proxies and Translators*: This category includes sites for remote proxies or anonymous surfing, search engine caches that circumvent filtering, and web-based translation sites that circumvent filtering.
- *Violence*: This category includes sites portraying, describing or advocating physical assault against humans, animals, or institutions; depicting torture, mutilation, gore, or horrific death; advocating, encouraging, or depicting self-endangerment, or suicide, including through eating disorders or addictions; instructions, recipes, or kits for making bombs or other harmful or destructive devices; sites promoting terrorism; and excessively violent sports or games, including videos and online games.
- *Weapons*: This category includes sites with online purchasing or ordering information, including lists of prices and dealer locations; any page or site predominantly containing, or providing links to, content related to the sale of

guns, weapons, ammunition or poisonous substances; displaying or detailing the use of guns, weapons, ammunition or poisonous substances; and clubs which offer training on machine guns, automatics, other assault weapons, and sniper training.

The categories are updated centrally by Sophos to include new threats and websites as they emerge.



Affiliations with voluntary organisations and contractors:

There are safeguards in place in order to minimise the risk of the Council working with or funding organisations espousing extremist views. These come from the Grant Aid Criteria set out below, which has been recently updated to reflect the Prevent duty. Full terms and conditions can be found in the council's Grant Aid guidance online.

- (A voluntary group) must make the benefit of its activities available without inappropriate discrimination on the basis of race, sex, religious or philosophical conviction or any other grounds which the Council considers unreasonable. Groups which apply maximum or minimum age limits to their

membership, or to certain activities, will not be disqualified provided that the Council is satisfied there are reasonable grounds for such requirements.

- Where the Council requires a follow-up statement, it should contain a description of the project, its total cost, and the date on which it was completed or any relevant items purchased, and how many people have benefited from the project and in what way. Where relevant, success should be measured against the originally defined targets set out in any application statement. The responsible Council Officers may ask to visit premises or activities of grant-aided organisations to see how the grant money has been used.

In terms of contractors, as part of all tender opportunities, tenderers are required to complete a questionnaire, which covers terrorist offense and money laundering. The questionnaire asks:

...within the past five years you, your organisation or any other person who has powers of representation, decision or control in the organisation been convicted anywhere in the world of any of the offences within the summary below;

Any offence:

- *listed in section 41 of the Counter Terrorism Act 2008;*
- *listed in schedule 2 to that Act where the court has determined that there is a terrorist connection;*
- *under sections 44 to 46 of the Serious Crime Act 2007 which relates to an offence covered by the previous two points;*

The questionnaire also questions tenderers compliance with the Proceeds of Crime Act (2002). RBC ask all tenderers to self-certify at this point but have the ability to request evidence from the winning tenderer prior to contract award.

9.1 Implementation Strategy:

The CSO and Applied Resilience are working on an ongoing basis with relevant officers and senior managers to ensure that current relevant RBC policies satisfactorily meet the Prevent Duty, with due regard.

10. Expectation C: Governance

Runnymede Borough Council is part of Surrey's Information Sharing Protocol (supplementary reading), as are all the relevant partner agencies which we work with for the purposes of Prevent. The Council reports on Prevent to the Community Safety Partnership (CSP) and the Surrey Prevent Group.

10.1 Governance Implementation Strategy:

Applied Resilience and the Community Safety Officer will continue to work with relevant parties on an ongoing basis, to ensure that we remain compliant in this respect.

11. Action Plan

Runnymede Borough Council PREVENT ACTION PLAN 2016/17			
Action	Owner	Update	Status
Partnership			
Identify and maintain a Prevent Lead to act as a single point of contact on Prevent matters	Community Safety Officer (Shazia Sarwar)	Community Safety Officer (CSO) identified as Prevent SPOC. The CSO liaises with Applied Resilience, SCC & Police Prevent Engagement Officer (David Stewart).	GREEN
Prevent to sit as a standing item on local specific community safety boards	Community Safety Officer (Shazia Sarwar)	Prevent is currently a standing item on the CSP agenda. Updates are provided on a local & national level. The action plan is also reviewed.	GREEN
Attend the county wide, multi-agency, Prevent partnership group meetings	Community Safety Officer (Shazia Sarwar)	CSO currently attends the county multi-agency Prevent Partnership Group Meetings.	GREEN
Maintain a Prevent action plan to effectively manage local risk, threat and	Community Safety	CSO currently receives the CTLP update from Surrey Police. Local threat is assessed with the Police Prevent Engagement Officer managing local threat & devising an action plan if	GREEN

vulnerability	Officer (Shazia Sarwar) Applied Resilience	required. Currently there is no identified risk September 2016.	
Internal and external procedures in place to share information about vulnerable individuals including information sharing agreements.	Community Safety Officer (Shazia Sarwar)	Refer to CIAG procedures; RBC is signed to the Surrey Information Sharing protocol.	GREEN
Support the Channel project by attending and supporting multi agency Channel panel meetings where relevant	Community Safety Officer (Shazia Sarwar) Applied Resilience	CSO will organise the Runnymede Channel Panel cases, assisted by Applied Resilience. SCC Community Safety will Chair the meetings.	GREEN
Ensure involvement of local communities within Prevent and assess local impact of activity on these communities	Community Safety Officer (Shazia Sarwar) and Police (David Stewart)	Requires RBC liaising with police colleagues. Raising awareness at the Police Crime Summit & resident associations such as NHW.	GREEN

Risk assessment			
Support the process of the CTLP including attending multi agency briefings and providing relevant information and input to the process	Community Safety Officer (Shazia Sarwar)	CSO and AR currently receives the CTLP update from Surrey Police. Local threat is assessed with the Police Prevent Engagement Officer managing local threat & devising an action plan if required.	GREEN
Incorporate Prevent duty into local authority led safeguarding policies such as those identifying children at risk	Community Development (Shazia Sarwar/Chris Hunt)	Completed; the internal Runnymede safeguarding Children & Adult policy includes Prevent duty.	GREEN
Staff Training			
Ensure front line staff have a good understanding of Prevent and are able to recognise vulnerabilities.	Applied Resilience Community Safety Officer (Shazia Sarwar)	CIAG partners received Channel & Prevent training in 2014. PREVENT training conducted 18 April 2016. Front line officers in attendance- housing, Environmental Health, housing associations, customer services and mediation services. Ongoing training arranged for new starters including e-learning resources. CSO and AR working with HR to identify ongoing training needs.	AMBER
Ensure front line staff understand the referral process into Channel and how it manages individuals vulnerable to being drawn into terrorism	Applied Resilience	CIAG partners received Channel & Prevent training in 2014. PREVENT training conducted 18 April 2016. Front line officers in attendance- housing, Environmental Health, housing	AMBER

	Community Safety Officer (Shazia Sarwar)	associations, customer services and mediation services. Ongoing training arranged for new starters including e-learning resources. CSO and AR working with HR to identify ongoing training needs.	
Local Authority Associations			
Ensure publicly used premises are not used by extremist organisations	Community Halls Manager Sheila Chambers	Halls manager has incorporated policy into the terms & conditions when hiring a venue.	GREEN
Ensure organisations working with the local authority are not engaged in extremist activity	Community Safety Officer (Shazia Sarwar) Procurement Officer (Natalie McCarthy)	The Council's Grant Aid Criteria had been amended accordingly. Procurement process has inbuilt mitigation measures.	GREEN
Safety Online			
IT equipment available to the general public should use filtering solutions to	ICT	ICT use Sophos Web Filtering software to protect the public on the internet & ICT have default polices set up.	GREEN

limit access to extremist material		<p>List of the relevant categories of what ICT block and the Sophos description of categories covers:</p> <ul style="list-style-type: none"> • Intolerance & Hate • Violence • Weapons <p>The categories are updated centrally by Sophos to include new threats and websites. The updates are sent automatically to ICT Web Appliance that filters public PC's internet traffic.</p>	
IT policies in place to ensure staff are protected from terrorist related content	ICT	<p>ICT are governed by strict security rules and have to comply with annual tests.</p> <p>ICT use Sophos Web Filtering software to protect the staff on the internet & ICT have default polices set up.</p> <p>List of the relevant categories of what ICT block and the Sophos description of categories covers:</p> <ul style="list-style-type: none"> • Intolerance & Hate • Violence • Weapons <p>The categories are updated centrally by Sophos to include new threats and websites. The updates are sent automatically to ICT Web Appliance that filters staff PC's internet traffic.</p>	GREEN
Local authority to host Prevent related material on its public facing website	Community Safety Officer	Prevent information is on the public facing website.	GREEN

	(Shazia Sarwar)		

13. Glossary

Terrorism is defined as an action that; endangers or causes serious violence to a person or people, causing serious damage to property or seriously interferes or disrupts an electronic system. The use of threat must be designed to influence the government or to intimidate the public and is made for the purpose of political, religious or ideological gain. (**Terrorism Act 2000**)

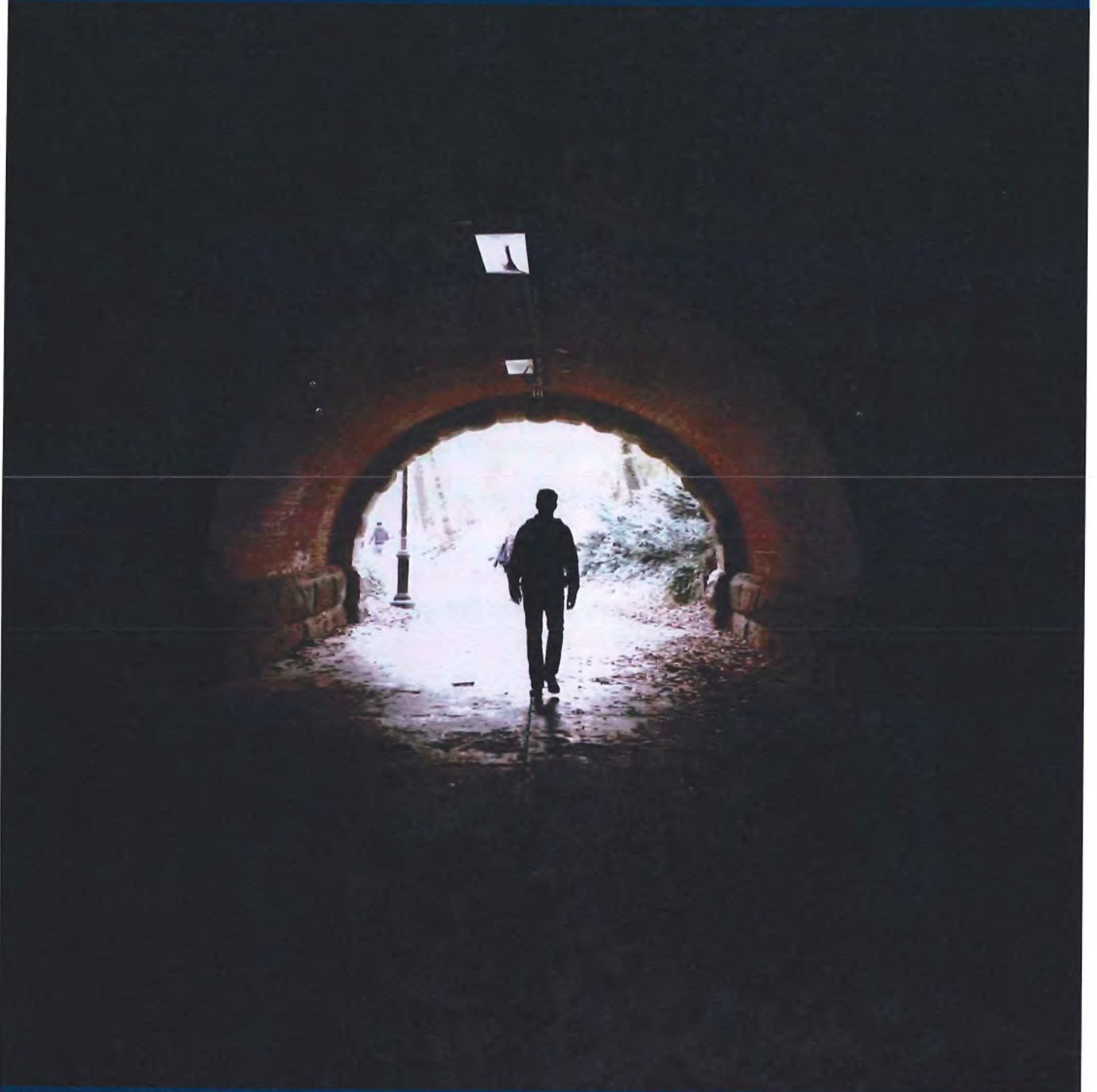
Radicalisation refers to the process by which a person comes to support terrorism and extremist ideologies associated with terrorist groups. (**Prevent Duty Guidance 2015**)

Extremism is vocal or active opposition to fundamental values including democracy, the rule of the law, individual liberty, and mutual respect and tolerance of different beliefs and faiths. This includes the definition of extremism calls for the death of members of our armed forces, either in this country or overseas. (**Prevent Duty Guidance 2015**)

Vulnerability in the context of Prevent is a person who is susceptible to extremists' messages and is at risk of being drawn into terrorism or supporting terrorism at a point in time. (**Prevent Duty Guidance 2015**)

Due regard as used in the Act means that the authorities should place an appropriate amount of weight on the need to prevent people being drawn into terrorism when they consider all the other factors relevant to how they carry out their usual functions. (**Prevent Duty Guidance 2015**)

Runnymede Borough Council



Runnymede Borough Council
Runnymede Civic Centre
Station Road
Addlestone
Surrey
KT15 2AH
www.runnymede.gov.uk

Runnymede
BOROUGH COUNCIL 

EQUALITY SCREENING

Equality impact assessment guidance should be considered when completing this form.

POLICY/FUNCTION/ACTIVITY	LEAD OFFICER
Prevent Strategy and Training Schedule 2016	Shazia Sarwar

A. What is the aim of this policy, function or activity? Why is it needed? What is it hoped to achieve and how will it be ensured it works as intended? Does it affect service users, employees or the wider community?

The Counter Terrorism and Security Act received Royal Assent on the 12 February 2015 and states local authorities must, in the exercise of its functions, have 'due regard to the need to prevent people from being drawn into terrorism'.

A new borough Prevent Strategy has been developed which will set out the council's duty to prevent individuals being drawn into terrorism.

The Prevent duties must be incorporated into council policies and functions to ensure the council is meeting its safeguarding responsibilities.

The proposed training schedule within the Prevent Strategy will ensure that all staff will obtain the knowledge and skill to be aware of potential extremist activity and how to refer these concerns to the relevant agencies.

B. Is this policy/function/activity relevant to equality? Consider the following protected characteristics: race, disability, gender, gender reassignment, pregnancy/maternity, religion/belief, sexual orientation, marriage/civil partnership and age. Does the policy relate to an area in which there are known inequalities, or where different groups have different needs or experience? Remember, it may be relevant because there are opportunities to promote equality and greater access, not just potential for adverse impacts or unlawful discrimination.

An Equality Impact Assessment (EIA) for the U.K's Prevent Strategy was conducted by the Home Office in June 2011. The EIA concluded that the government's original Prevent Strategy delivered in 2007 had been perceived to have a negatively and disproportionately impacted on religion/belief and to some extent on race, specifically Muslims of South Asian/Middle eastern/African descent. However the current Prevent Strategy 2011 includes a wider range of threats which would mitigate the negative impact on Muslim communities. The current strategy has been expanded to include all forms of terrorism. Additionally to further mitigate against negative impact upon any individual or group, more robust monitoring arrangements are in place.

Runnymede's Prevent Strategy does not discriminate against any of the nine protected characteristics which included all services users, employees and the wider community. It is acknowledged that discrimination of race and/or religion/belief has the potential to occur however this will be mitigated through training delivered to all staff ensuring this is managed proportionally. The Prevent training will also provide a positive opportunity to increase equality awareness within the Runnymede Borough.

Runnymede's Prevent Strategy also does positively impact the service users and employees as the Prevent Strategy's function is to safeguard individuals from being drawn into terrorism and raise awareness of the referral process for employees.

If an individual is referred, a risk assessment is conducted at the "Channel Panel" which is arranged by Runnymede Borough Council, and chaired by Surrey County Council Community Safety. This meeting is conducted through a multi-agency approach to protect people at risk from radicalisation. Channel uses existing collaboration between local authorities, statutory partners, the police and the local community to identify individuals at risk of being drawn into terrorism and assess the nature and extent of that risk, with a view to developing the most appropriate support for the individuals concerned.

The Channel process is about safeguarding children and adults from being drawn into committing terrorist-related activity. It is about early intervention to protect and divert people away from the risk they face before illegality and a crime occurs.

If the policy, function or activity is considered to be relevant to equality then a full equality impact assessment must be carried out and [C] below need not be completed.

C. If it is not considered to be relevant to equality, what are the reasons for this conclusion?

What evidence has been used to make this decision? A simple statement of 'no relevance' or 'no data' is not sufficient.

Runnymede's Prevent Strategy's statutory function is to safeguard individuals from being drawn into terrorism and raise awareness of the referral process for employees. If an individual is referred to a Channel Panel a risk assessment is conducted within a multi-agency forum which mitigates any discrimination of the nine protected characteristics.

Employees will receive training which raises awareness of risk indicators and how to proportionally and appropriately raise a referral if they have any concerns.

Runnymede's Prevent Strategy will be refreshed every three years.

This screening assessment must be referred to the Equality Group for challenge before sign-off.

Date completed: 30/11/2016

Sign-off by senior manager:

