

## **London Gang Member Referral Guidance**

This guide has been produced through London Councils, to promote effective practice for when a person with evidenced gang links, moves from one borough to another. It is intended to provide clear principles for effective information exchange and handover, to ensure that any risk presented from or to the gang member is fully understood; and any support package in place can be effectively reviewed by the borough or authority to which the gang member moves. This guide is made available to London boroughs to use and adapt as desired.

The usefulness of a gangs referral guide will be predicated upon partnership buy-in by all agencies. It would therefore be helpful to have use of the guide signed off by the Community Safety Partnership, to ensure there is multi-agency commitment to its use. In situations where there is a partnership Single Point of Contact for gangs, the gangs SPoC from the referring borough should send the notification form to the SPoC at the receiving borough. For cases where there is not a partnership SPoC, it is the responsibility of the lead worker who is facilitating the move to ensure the transfer form is completed and sent to the SPoC or lead worker of the receiving borough prior to their arrival. Where possible, the notification form should be accompanied with a verbal conversation. It is important that information is not only passed between the same agencies' (police, local authority Community Safety) counterparts but all other relevant agencies are informed for the purposes of managing risk.

Whilst this referral guidance has been specifically written for gang nominals identified on the Trident Gangs Matrix, it is recognised that this only captures a limited number of people. The same practice could also be applied to those individuals identified as being 'of concern' due to gang associations as an effective means of managing risk, but who are not identified on the MPS Matrix. Appendix 1 of this guide is a Gang Member Referral Notification Form which contains a broad range of information to assist in decision making and action planning.

The following is a list of key agency actions and *information points* to be considered by each agency where that agency is relevant to the case of the particular gang nominal.

### **Local Authority**

1. Temporary housing arrangements are managed and financed by the referring borough.
2. The SPoC for the receiving borough's Gangs Unit is to be notified.
3. Community Safety – ensure all relevant organisations are informed of the move to another borough: e.g. school and voluntary organisations.
4. Appoint a lead to oversee all of the housing issues such as housing benefit, council tax and application for permanent housing.

### **Metropolitan Police Service**

1. A Crimint record is created by the referring borough which will alert the receiving borough – the referring borough should notify if a change in address is the result of a temporary/permanent move or as a result of the police/court bail condition. The Crimint record needs to refer to the level of risk due to gang affiliation and any outstanding court orders with conditions.
2. If the move is long term temporary [longer than 3 months] or permanent, contact is made by the referring borough's MPS gangs Unit or nominated gangs lead with the receiving borough's MPS counterpart to agree the transfer.

3. The receiving police Borough/BCU receives the MPS profile [information completed on Crimint] and undertakes a home visit to confirm the address and its permanency. If this is evidenced as not being permanent, [the receiving borough?] may decline the transfer on the authority of Detective Inspector or above.
4. The case will be managed by the residing borough irrespective of where they offend, in order for services to be accessed.

*According to Trident guidance: if a nominal is identified and scored by a non-Borough unit, a discussion should be held by the Senior Investigating Officer and the local Gang SPoC. The nominal will be migrated to the owning Borough Matrix. They will discuss who owns the risk management plan for the individual and whether any diversion activity will impinge on an operation. The guiding principle is the Borough where the nominal resides oversees and manages the offender management plan.*

*When a gang member moves from one borough to another, it is essential from a Police perspective that both gang units continue to monitor intelligence relating to criminality. It is well documented that gang members will return to their old neighbourhood to continue criminal activity, which may result in serious violence. It is considered best practice for borough gang units to continue dialogue and information sharing on the gang member, to ensure there is a clear understanding of ownership and continuing operational activity, either through joint working, or from either borough taking primacy, dependant on where the offending occurs.*

### **National Probation Service**

1. Release from custody: the referring borough has to inform the receiving borough prior to release who will undertake all necessary home/social services checks. Usually the borough provides a caretaking arrangement of at least two appointments. If there are no issues, a formal transfer will be applied.
2. MAPPA case: the referring borough's PO has to notify the MAPPA of the receiving borough prior to release.
3. The Assistant Chief Officer to agree the final transfer if it is high risk.
4. Community case: referring borough's Senior Probation Officer to deal with the transfer.
5. Supervision is required to be undertaken weekly for high risk offenders.

### **Community Rehabilitation Company**

1. Release from custody: the referring borough to inform the receiving borough prior to release who will undertake all necessary home/social services checks. This should be completed at least 6 weeks prior to release. If suitable, reporting instructions are to be given by the referring borough. Usually the referring borough provides a caretaking arrangement of at least two appointments. If there are no issues, a formal transfer will be applied.

2. The caretaking arrangement of at least two appointments as per above is important to review the relocation proposal, to confirm if the new proposed address actually exists and to verify if the address is suitable.
3. MAPPA case: the referring borough PO to notify the MAPPA of the receiving borough prior to release.
4. The ACO to agree the final transfer if deemed high risk and for the local SPO to notify the Central CRC Serious Group Offending team.
5. Community case: Relocation to be dealt with between the referring/receiving SPOs.
6. Supervision of high risk offenders must be at least once a week.

### **Youth Offending Team**

1. If on a court order, the referring borough to notify the YOT of the receiving borough to request they undertake caretaking arrangements in the interim.
2. Once the date to move is verified and the address confirmed, the confirmation contact with the young person will be made within one week.
3. The referring borough's YOT to complete the transfer request or a caretaking request form on the same day as the address is confirmed.
4. If the referring borough's YOT has any concerns regarding risk/vulnerability, their referral should include Children's Social Care at both the referring and receiving boroughs. This can be addressed to the YOT but with a specific request that CSC is informed.
5. The receiving borough's YOT to undertake its own checks on provided address and with local social services.
6. The Manager of the receiving borough's YOT to agree and provide a response in writing within 2 weeks.

*If the young person in question is a looked after child, the referring borough retains responsibility but the receiving borough will be requested to accept caretaking responsibilities.*

*Where there is no statutory order but the young person is being worked with on a voluntary basis at the referring borough, the transfer will include this information and be referred to the receiving borough's YOT to consider whether continued voluntary support should continue. It is good practice for the referring borough to keep in regular contact with the receiving borough and to share relevant information throughout the duration of the court order.*

### **Department of Work and Pensions**

1. The Local gangs SPoC to inform the relevant colleague [Community Engagement Advisor] in the receiving borough within 24 hours to ensure continuity of benefits.

**Appendix 1: London Gang Member Referral Form (This contains a broad range of information to assist in decision making and action planning).**

**London Gangs Notification Form**

<b>1. PERSONAL INFORMATION</b>			
<b>Name</b>			
Date of Birth			
Alias			
Gang Affiliation			
PNCID		CRO	
Warning Markers			
Addresses			
Family			
Known Associates			

<b>2. REFERRAL</b>	
Referring Borough	
Receiving Borough	
Name of Referrer	
E-mail	
Telephone	
Date of Referral	
Reason for Referral	

<b>3. CURRENT STATUS</b>	
Bail	
Orders	
Risk Factors	
Interested Parties and Lead Officers	

<b>4. OFFENDING HISTORY</b>				
Previous Convictions	Date	Offence	Outcome	
Non convictions	Date	Offence	Outcome	
Impending Prosecutions	Offence Date	Court	Charge	Next Appearance

<b>5. STANDARD CHECKS</b>		
<b>Check</b>	<b>Status</b>	<b>Comment</b>
Housing		
DWP		
ASBO/CBO		
Gang Injunction		
DVLA / Licence		
MAPPA		
UKBA		

<b>6. CONDITIONS – BAIL / ASBO / ORDER / INJUNCTION</b>			
<b>Supervisory Instrument</b>	<b>Date Issued</b>	<b>End date</b>	<b>Conditions</b>