



**Horsham
District
Council**



Annual Warden Report

2008-2009

1.0 Purpose:

1.1 The purpose of this report is:

- a) To give an overview of the work carried out by the Neighbourhood Wardens Kylie Haskell and Paul Sweeney during 2008.

2.0 General patrolling and dealing with anti-social behaviour:

- 2.1 Over the course of the year, we have frequently patrolled Steyning, Bramber and Upper Beeding, covering six days a week until 10pm. These patrols have been both targeted and random, based around the day, time and needs of the area. All hotspots are frequently patrolled as a matter of course and anything reported by telephone is investigated as soon as is possible.
- 2.2 Any young people that are seen with alcohol are asked to prove their age; anyone under 18 with alcohol will have the alcohol confiscated and their details taken down to be passed on to either the police or Anti-Social Behaviour (ASB) Coordinator. We will deal with each situation as most appropriate and on occasions have walked the young people home to their parents to further discuss with them the incident. Young people are always challenged as to where they are getting their alcohol and this is then followed up as appropriate, such as by speaking with the local shop about children asking people to buy alcohol for them.
- 2.3 As part of our patrolling there is often situations where we are given intelligence that may be of use to the police or other agencies. This is always passed on to whoever is most appropriate.
- 2.4 Other incidents of anti-social behaviour have included reports of noise, public urination, large groups gathering and general disturbances to the public. These are each dealt with as appropriate and if necessary a yellow card is issued which will pass on the details to the ASB coordinator.
- 2.5 Joint patrols are often carried out with Police Community Support Officers (PCSO's), allowing a greater sharing of information and a clear message sent to the community that agencies are



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working together. Children know that if we are aware of something, then it is likely that the police, PCSO's, school etc will be informed.

- 2.6 Information is provided contributing towards the issue and / or breach of Acceptable Behaviour Contracts (ABC's) and Anti-Social Behaviour Orders (ASBO's).
- 2.7 On occasions we have helped the police with incidents such as searching for missing people.

3.0 Junior Wardens:

- 3.1 The Junior Warden scheme commenced in Upper Beeding in November 2007 and has since branched out to Steyning in September 2008. Both schemes have proved successful with positive feedback from both the Junior Warden's themselves and the local residents.
- 3.2 Both schemes are comprised of approximately 13 year 6 students from the local primary schools. We hope to continue with the scheme when they move into high school and the children have expressed their interest in remaining in the scheme.
- 3.3 Each group meets fortnightly; tasks they have so far undertaken have included:
 - Clearing, planting and maintaining a garden that began as a desolate bit of land on Manor Road, Upper Beeding. The children won the 'Community Involvement Award' in the South and South East in Bloom competition.
 - Various litter picks around Steyning, Bramber and Upper Beeding.
 - Clearing the children's play park in Upper Beeding.
 - Using the Speed Indicator Device (SID) to slow traffic.
 - Painting over a wall that was heavily graffitied, near the primary school.
 - Clearing leaves from the Cuthman Centre in Steyning.
 - Clearing and replanting flower beds at the Fire Station in Steyning.
 - Cleaning bus shelters.
 - Beginning a recycling project involving a trip to the amenity tip in Horsham to learn about how rubbish is recycled, and regularly recycling bottles and cans.
 - Repainting the bins in the park in Upper Beeding.
 - Running a stall at the Upper Beeding Fete.



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3.4 These tasks have been interspersed with fun activities for the children to reward them for their hard work.

4.0 Nominated Neighbour & Cold Callers:

4.1 This scheme was launched in 2007. The aim is to promote awareness about cold callers and to encourage residents to be proactive about asking for identification. The scheme works by having a voluntary 'nominated neighbour' who will be the point of call if identification needs to be checked and the occupant is not comfortable doing this themselves. The resident is given a card which they place at their window, or put through their letterbox if there is someone at the door that they do not recognise. The card instructs the caller to go to house X (that of the nominated neighbour) to have their identification checked. The nominated neighbour will then verify the ID of the caller and bring them back to the house if legitimate.

4.2 We regularly challenge cold callers by checking their ID. We also respond to calls about cold callers.

5.0 Away From Home:

5.1 The aim of this scheme is to offer a free service to people that will be away from their residence for a length of time, by monitoring the property for suspicious activity as part of our daily patrols. The occupant informs us of the dates they will be away and the contact details for a key holder. If there is a problem, we will contact the key holder; thereby limiting the need to actually access the property ourselves.

6.0 Promotion of Diversionary Activities:

6.1 We aim to promote diversionary activities for local children to encourage positive behaviour and to develop a good relationship between ourselves, the young people and their parents.

6.2 On a number of occasions we have been able to get the Horsham District Council's mobile skate park to visit the area. This is a free activity involving a number of ramps and jumps that come compacted in a trailer with an operator. On each occasion it was well received by local children and there is always a high demand for it to revisit the area. The children have proven





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to be well behaved when using it and it has encouraged positive interaction between them, ourselves and the PCSO's.

- 6.3 A recent trip was made to the Penshurst Off Road Cycling Club (PORC) in which 10 local children with an interest in biking, were invited to attend. There was a condition that only children who had behaved would be able to attend and that their involvement in future trips would be based on this also. It is hoped that we can develop their interest in activities such as this and provide them with opportunities that might otherwise be unavailable to them.

7.0 Local Action Team (LAT):

- 7.1 We have been actively involved in the LAT since 2007. The LAT was set up to look at youth problems and to provide activities and solutions across the area. This has led to joint working with key members of the community such as youth workers, district councillors, the police, Chamber of Trade and housing associations, to find ways of reducing anti-social behaviour and raising awareness. Projects undertaken have been in line with our usual warden work however at times have been more targeted. We have helped to gather information from young people about what activities they would like in their local area, and we have embarked on a Zero Tolerance campaign in each of our areas at different times, involving media coverage and high visibility patrolling.

8.0 Support of Local Activities:

- 8.1 We regularly try to visit the local youth clubs during the week to meet young people and to offer support to youth workers. We also try to have a presence when they have organised events such as music nights.
- 8.2 Likewise we visit the United Bus weekly, offering our support and sharing information with the youth workers.
- 8.3 When Steyning Grammar has an event, such as Jailbreak, we have offered our support and have helped with patrolling the event.
- 8.4 Horsham District Council runs a Junior Citizen event twice a year in which various agencies such as police, fire and ambulance, get together and speak with children from different schools





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about what they do, and aim to raise awareness in children. We attend this on each occasion and speak about issues related to wardening and respecting your community, such as littering, graffiti, dog fouling and underage drinking.

8.5 We initially helped in getting the Upper Beeding youth council started by generating interest in young people and reminding them beforehand that a meeting was due to commence. We support the youth council in their endeavours.

8.6 As part of the Steyning Festival, we helped with the Live Lounge music event through joint patrolling and communicating with the organisers and hired security staff, to ensure there was no underage drinking and to ensure that everyone was kept under control throughout the event. This was a very successful event and we hope to be involved again should it go ahead this year.

8.7 As part of the Upper Beeding Village Day, we held a Junior Warden stall and were on hand to patrol the event also. We hope to be involved this year also.

9.0 Visiting Local Community Groups and Clubs:

9.1 We try to make contact with various groups in the area to raise our profile and to meet people that we might not otherwise have met during our regular evening patrols.

9.2 Recent visits have included the Upper Beeding women's club and the Steyning PROBUS club.

10.0 Accreditation:

10.1 We are now able to issue fixed penalty notices for environmental offences such as dog fouling and littering. As part of our accreditation we have the ability to confiscate alcohol from anyone under 18 and to request a name and address from anyone seen to be displaying anti-social behaviour (failure to provide these details is an offence).

11.0 Anti-Social Driving, Abandoned Vehicles & Parking:

11.1 We are continuously on the lookout for anti-social drivers abandoned vehicles and untaxed vehicles. We always pass this information on to either the DVLA or the police so that section 59 warnings can be issued.





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- 11.2 While we do not have any direct power to deal with parking, we do have stickers that we can place on cars that are parked illegally or that are causing an obstruction, telling the owner that parking services will be informed they are seen again. When possible we try to patrol near the schools in the afternoons to ease the parking situation.
- 11.3 We have also embarked on a joint initiative to reduce theft from vehicles by providing information to the police on any vehicle we see containing high value items on display. This initiative 'On Display, Easy Prey' involved a letter being sent to the registered owner telling them of the risk of theft through leaving their goods on display.
- 11.4 On occasions we have contacted parking services about cars that have been left for sale in car parks. Even if this is not a parking offence, they are not allowed to have more than one car for sale at any one time, in the same area.

12.0 Website

- 12.1 We have developed a Neighbourhood Warden website to raise awareness of our activities and to give people another option to contact us. We aim to frequently update this with new information. The website can be seen at <http://sbsubwardens.squarespace.com>.

13.0 Fly-Tipping

- 13.1 We have had a number of fly tipping incidents in the area which we report to Horsham District Council as soon as possible to have it cleared and reduce the chance of more appearing. They aim to investigate what they find with a view to prosecuting offenders.

14.0 Graffiti

- 14.1 When possible we use our graffiti kit to remove graffiti. If this is not possible we request Horsham District Council to clean it professionally or the relevant company if it is not of HDC property.



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15.0 Dog Fouling

- 15.1 Dog fouling is a constant issue in all three areas. We are always on the lookout for people that do not pick up after their dogs and we have incorporated some early morning shifts into our rota so that we can speak to dog walkers to raise awareness and prevention along with handing out degradable bags. We have also put a number of signs up offering rewards for information leading to constant offenders and we drop leaflets to houses that are in close vicinity to problem areas.
- 15.2 We will issue a fixed penalty notice to anyone caught leaving their mess behind.
- 15.3 We hope that by raising awareness, high visibility patrols and encouraging people to report offenders, we can reduce this problem.

16.0 Litter

- 16.1 We are persistent in challenging any one who we see littering and making them put it in the bin. We will be issuing fines if we see people litter, including cigarette butts.
- 16.2 We try to reduce the littering of cigarette butts by offering 'stubbies' which are portable ashtrays.

17.0 Truancy

- 17.1 We continually keep an eye out for truants and respond to calls from the public about suspected truants. We work with the school PCSO to report truants also and have an agreement with the ASB coordinator that anyone we find will get a letter sent to their parents.

18.0 Youth Offending Team & Probation Service

- 18.1 We have worked with the Youth Offending Team and Probation Service to get graffiti cleaned up in the area along with a number of other jobs such as litter picking and clearing of twittens. We have recently made arrangements for the YOT to repair a set of stairs in Steyning and they are also returning to undertake a number of tasks in all three areas.



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19.0 Neighbour Disputes

19.1 On occasions we are asked to deal with neighbour disputes and aim to either sort this out ourselves or refer them to the appropriate services.

20.0 New Resident Packs

20.1 We have trialed a new pack that has been distributed to Estate Agents to give to new residents. The pack includes various information about services and agencies in the area and contains our contact details.

21.0 First Responder

21.1 Paul is now a qualified First Responder and when convenient will work in the area delivering emergency resuscitation as part of the S.A.F.E.R responder group. This will not interfere with peak patrol times.

22.0 Profile Raising:

22.1 When possible we aim to raise our profile. This increases the amount of people we come into contact with and who are willing to report information to us.

23.0 General:

23.1 Our duties are vast and each day presents something different. We always try to help out in any situation we come across and if we are unable to help we try to point people in the right direction. These day to day requests and reports are varied and have included anything from searching for a missing tortoise to finding rogue Christmas carollers.