

Adur & Worthing Councils Safer Communities Partnership

Responding to serious incidents involving young people

Adur & Worthing Councils' Safer Communities Team has developed a 'Trigger Plan' and 'Problem Solving Template' to ensure that, when a serious incident occurs in a public location involving young people, they can promptly react as a partnership.

These two documents, combined here, set out the expectations of the work that needs to be completed when such an incident occurs, and gives timeframes to ensure timely, relevant and helpful responses. This document is completed within the Safer Communities Team but can be shared with partner agencies where appropriate. Find out more about this type of work, including the 'Peer Group Conference' set up by Adur & Worthing's Contextual Safeguarding Coordinator, in a podcast included in this <u>Spotlight Feature</u>.

Trigger Plan

INCIDENT OCCURS

Young people are involved in the incident in either one or all of these roles:

- Perpetrator(s)
- Victim(s)
- Witness(es)/Observer(s)

OBTAIN DETAILS

(WITHIN 24 HOURS OF INCIDENT)

Using the Police systems, or by receiving the information from Police directly, find out:

- What happened
- Who was involved.

Young Person Support

Community Impact

Partnership Work

SUPPORT ALREADY IN PLACE

(WITHIN 48 HOURS)

- Who is already working with the young person(s)?
- Are those agencies already aware of the incident?
- What is their plan for supporting the young person in relation to <u>this</u> incident?

MAPPING

(WITHIN 48 HOURS)

- What is the local area like?
- Who lives in the local area?
- Which businesses are in the local area?
- Are there any schools/places of education in the area?

INFORMATION SHARING

(WITHIN 48 HOURS)

Share any <u>relevant</u> information with key agencies who will need to know about it, e.g. schools, MASH, social care, YOS, BTP. Management to inform local Members.

FURTHER SUPPORT OPTIONS

(WITHIN 1 WEEK)

Make any necessary referrals to other agencies who may be able to provide support to the young person(s)

COMMUNITY REASSURANCE

(TO START IMMEDIATELY)

- Police patrols to take place.
- Local resident groups to be provided with reporting information.

SYSTEMS UPDATE

(WITHIN 48 HOURS)

All information relating to the event must be uploaded to [internal system]. In the event the incident is of a particularly sensitive nature, e.g. sexual assault, the information must be appropriately restricted.

WIDER SUPPORT

(WITHIN 1 WEEK)

- Youth Outreach (where available) to take place in and around incident location.
- Schools engagement work.

BUSINESS SURVEYS

(WITHIN 1 WEEK)

Safer Communities Team to complete a business survey with any local businesses in the area. Relevant information to be passed on to partner agencies, e.g. Police.

PEER GROUP CONFERENCE

(WITHIN 1 MONTH)

The incident must be summarised at the next scheduled Peer Group Conference meeting, along with an overview of all work completed, and all outstanding tasks. New actions may arise.

Problem Solving Template

INCIDENT DETAILS

- Date of incident:
- Time of incident:
- Location of incident:
- Names of those involved:

Brief Summary of Events

YOUNG
PERSON
SUPPORT

Support Already in Place

- Who is already working with the young person(s)?
- Are those agencies already aware of the incident?
- What are these agencies plans for supporting the young person(s) in relation to this incident?

Further Support Options

- Are any other referrals needed for the young person(s?)
- If so, who will make the referrals and when will they be completed?

Wider Support

- Can Youth Outreach be used in this area?
- Do the schools require any input from agencies?

COMMUNITY IMPACT	 What is the local area like? Who lives in the local area? Which businesses are in the local area? Are there any schools/places of education in the area? 	 Have Police patrols taken place? Which local residents groups are active in the area? Have they been provided with reporting information? Can they support agencies in any way? 	 Business Surveys Has a business survey been completed? Which businesses were approached? Provide a summary of findings.
PARTNERSHIP WORK	 Information Sharing Who needs to know about the incident? Who have you told about the incident and why? 	Systems Update All information relating to this incident must be uploaded to [internal system] or the appropriate equivalent. In the event the incident is of a particularly sensitive nature, e.g. sexual assault, the information must be appropriately restricted.	Peer Group Conference (PGC) On what date was this discussed at the PGC? Were any new actions agreed? If so, what were they?
Date completed:	<u> </u>		<u> </u>
Completed by:			
Manager review:			