General Tips and Hints

This template is intended to help you capture information about what is going on in your area and assist you to identify any gaps in the service provided. This will enable the City Guardians and project office team to more effectively meet the needs of the community, build on existing partnerships and projects and target our service more effectively in 2007. When completing the template please provide as much relevant detail as possible. If you cannot complete all the boxes please don’t worry, this is a good thing as it identifies an area for development and allows us to explore it further.

If you require any help or have any questions please do not hesitate to contact the project office.

IT Tips

If you require more rows in any of the tables, please click in the bottom right hand cell of the table and press the TAB key - this will give you additional rows.
### Trends and Priorities

Please detail the trends in your area in the table below.

**Tips and Hints:**
- Team Leaders and Area Managers be sure to ask your City Guardians about this and what they have observed on the streets.
- A trend in your area is a re-occurring pattern that you have noticed in your area. For example, it could be re-occurring vandalism within a particular area or young people hanging around the same area regularly.
- When completing the 'Who is impacted' cells please include details of all people impacted, this may also include the perpetrators (people involved in the trend).
- Do not worry if the trend is not being addressed, just note it in the relevant cell.
- When filling in the ‘Partners’ cells please detail who is involved in addressing the trend and which partners could be involved in addressing the trend under ‘Potential Partners’.

<table>
<thead>
<tr>
<th>Trend</th>
<th>Who is impacted?</th>
<th>Location</th>
<th>How is it being addressed?</th>
<th>Partners involved</th>
<th>Potential Partners</th>
</tr>
</thead>
</table>
| **Youth Anti-Social Behaviour** | Local Residents, Local Business | Amberley Estate, Warwick Estate, Brindley Road Estate, Brunel Estate, Wessex Estate | City Guardians to patrol and monitor the estates listed in “Location” paying particular attention to ASB in Hotspots within each estate.  
City Guardians will relay any information gathered to the relevant partner agencies. This information will be passed to the Police through Crimint, links with the SNT and to the ABC monitoring unit.  
City Guardians will monitor ABC/ASBO subjects as requested and will provide information back to ABC monitoring unit.  
City Guardians will engage with the local youth of the Westbourne estates in regards to what Activities/Projects the young people would like to participate in and to signpost to relevant youth centres.  
City Guardians will endeavour to strengthen the partnership with the Stowe Centre by proactively seeking to join staff in helping in some of the weekly activities. | Civic Watch, Safer Neighbourhood Teams, Anti Social Behaviour unit.  
City Guardians will share information about ASB occurring on estates and will monitor the hotspot areas. | City Guardians will also be endeavouring to work with the detached Youth team and the Youth offending Team (YOT)  
City Guardians will sign post youths to the Millennium youth centre on the Amberley estate and to participate in the youth activities and to work with the centres youth workers.  
City Guardians will endeavour to meet with a member of the Drugs and Alcohol Team once a month in order to be more informed in relation to drug related anti-social behaviour issues. |
|   | Street Crime | General Public | All the below Named areas or streets are street crime hotspots Westbourne Park Station Great Western Road Westbourne Park Road Tavistock Road Leamington Road Villas Aldridge Road Villas | City Guardians will attend all meetings with partner agencies in relation to putting a strategy in place to help solve the issue. City Guardians will carry out increased patrols in Street Crime Hotspots areas. City Guardians will maintain a visible presence at Westbourne Park Station at peak times and offer Crime prevention advice to commuters. City Guardians to give advice to Car users wherever possible regarding the removal of all items from their Vehicles, when left un-attended City Guardians to distribute Literature regarding crime prevention and crime prevention advice. City Guardians will pass relevant information onto British Transport Police about aggressive begging around the Bus Garages and at bus stops. City Guardians will endeavour to maintain a visible presence outside underground stations when specific issues of concern has been raised (i.e. 7/7/05) City Guardians will ensure they patrol around Westbourne Park Bus Garage | Civic Watch, Safer Neighbourhood Team, Local Businesses. Local Residents. | City Guardians will patrol the Locations involved and will engage with Dog Owners and educate them on their obligation on controlling their dogs and on clearing up after their dogs have fouled. City Guardians will offer dog waste bags to dog owners when available. City Guardians will pass on information to the Dog Warden ,SEMs, SNT and to Police Westminster Dog Warden, Civic Watch, SNT and to the Police, SEMs. City Guardians will patrol the local park areas with Park Keepers to tackle dog issues. |
Please detail the top 5 priorities within your area

Hints and Tips
- Team Leaders and Area Managers be sure to ask your City Guardians about this and what they have observed on the streets
- When completing the cells ‘What is being done to address this?’ please list strategies and projects already in place and if none are in place please also specify this.
- When completing the ‘Partners Involved’ cells please detail who is involved in addressing the priority (if any) and detail who could be involved in addressing the priority in ‘Potential Partners’
- This list may also include local management priorities (if these are a top priority)

<table>
<thead>
<tr>
<th>Priority</th>
<th>What is being done to address this?</th>
<th>What else could be done?</th>
<th>Partners Involved</th>
<th>Potential Partners</th>
</tr>
</thead>
</table>
| 1 Youth ASB/Engagement | • City Guardians will patrol and monitor the estates paying particular attention to ASB hotspots within each estate.  
• City Guardians will relay any information gathered to the relevant partner agencies. This information will be passed to the Police through Crimint, links with the SNT and to the ABC monitoring unit.  
• City Guardians will monitor ABC/ASBO subjects as requested and will provide information back to ABC monitoring unit.  
• City Guardians will engage with the local youth of the Westbourne estates in regards to what Activities / Projects they would like to participate in and to sign post them to relevant youth centres.  
• City Guardians will endeavour to strengthen the partnership with the Stowe Centre by proactively seeking to join staff in helping in some of the weekly activities | City Guardians will also be endeavouring to work with the detached Youth team and the Youth offending Team (YOT)  
City Guardians will Sign post youths to the Millennium youth centre on the Amberley estate and to participate in the youth activities and to work with the centres youth workers  
City Guardians will work closer with the Westminster Sports Unit and get involved in sports activities which will help with youth engagement. | Civic Watch, Safer Neighbourhood Teams, Anti Social Behaviour unit. | Detached Youth workers and the Youth offending Team (YOT) and the Westminster Sports Unit.  
City Guardians will request information from the DAAT about local issues and new trends.  
City Guardians will undertake relevant training as supplied by DAAT to ensure that they are up to date with the latest issues. |
| Moped | City Guardians will patrol the Westbourne estates and monitor for any ASB involving Mopeds and this information is to be passed on to the Police through SNT or Crimint and to the Housing office if it is on Housing Property. City Guardians will engage with the Youths causing ASB on the Mopeds and make them aware of the effect this has on the community. | City Guardians will immediately contact the police on locating a stolen moped so that it can be secured and moved as soon as possible. City Guardians will pass on intelligence for sightings of key offenders. City Guardians to sign up youths for the Certificated Bike Test (CBT) through Westminster Sports Unit and Civic Watch | Civic Watch, Safer Neighbourhood Team, Police, Housing office. City Guardians will consult with residents, listen to their concerns, document their evidence and get them involved in the problem solving process through intelligence sharing and feedback. | Westminster Sports Unit [CBT courses] |
| 3 | **Street Crime** | • City Guardians will attend all meetings with partner agencies in relation to putting a strategy in place to help solve the issue.  
• City Guardians to carry out increased patrols in Street Crime Hotspot areas.  
• City Guardians will maintain a visible presence at Westbourne Park Station at peak times and offer Crime prevention advice to commuters.  
• City Guardians will give advice to Car users wherever possible as to removing all items from their Vehicles.  
• City Guardians will distribute Literature regarding crime prevention and where to find crime prevention advice. | City Guardians will endeavour to work with British Transport Police, London Underground and Westbourne Bus Garage.  
City Guardians will pass relevant information onto British Transport Police about aggressive begging on local buses and bus stops.  
City Guardians will endeavour to maintain a visible presence outside underground stations when specific issues of concern has been raised (i.e. 7/7/05)  
City Guardians will ensure they patrol around Westbourne Park Bus Garage  
City Guardians will identify areas of poor lighting through doing regular Lighting Audits and to pass information gathered to Civic Watch and to the Designing Out Crime Team within the Metropolitan Police. | Civic Watch, Safer Neighbourhood Team  
City Guardians will carry out targeted patrols in conjunction with the above partners and pass on relevant information. | British Transport Police, London Underground, Westbourne Park Bus Garage.  
Local businesses.  
SLET  
City Guardians will look at information share and possible joint operations to combat street crime with the above partners. |
| 4 | **DOGS ASB** | City Guardians will patrol the Locations involved and will engage with Dog Owners and educate them on their obligation on controlling their dogs and on clearing up after they have fouled. City Guardians will offer dog waste bags to owners when available.  
City Guardians will pass on information to the Dog Warden, SEMs, SNT and to Police | City Guardians will assist with any operations to target the problem. | Westminster Dog Warden, Civic Watch, SNT and the Police, SEMs. | City Guardians will commence joint patrols with local park keepers to share information about persistent offenders and to tackle issues. |
| 5 | **Elderly** | City Guardians will engage with the Elderly of Westbourne through their work in the Amberley over 55s club.  
City Guardians will make visits to the Westmead Nursing Home once a month.  
City Guardians will make regular contact with elderly residents on their Daily patrols | City Guardians will identify Vulnerable Residents in the Westbourne area, through the housing office, residents associations and Liaison officers.  
City Guardians will form a Vulnerable residents list and make regular contact with these residents. | Amberley Club, Housing office, Local Nursing Homes, residents association | City Guardians will work with Sheltered Housing Groups by meeting once a month with the Housing Manager to glean resident concerns, update on City Guardians work and to provide reassurance.  
City Guardians will disseminate crime prevention advice to the Housing Manager and residents and will assist with local events and update them on their work. |
Please list and detail what your team perceives to be the 3 main needs within your area?

**Tips and Hints:**
- Team Leaders and Area Managers be sure to ask your City Guardians about this and what they have observed on the streets
- The needs listed may include things that are already being addressed, however, only if the need still exists within the area (despite it being addressed) should it be included.
- When completing the ‘Who is impacted?’ cells please include details of all people impacted and if relevant include the people who may be the causing the need (i.e., the perpetrators)
- When filling in the ‘Partners Involved’ cells please detail who is involved in addressing the need, or if it is not being addressed who could be involved in addressing the need in ‘Potential Partners’ cells

<table>
<thead>
<tr>
<th>Need</th>
<th>Who is impacted?</th>
<th>Location</th>
<th>How is it being addressed?</th>
<th>Partners involved</th>
<th>Potential Partners</th>
</tr>
</thead>
</table>
| Improve Lighting | Local Residents and the General Public using the Westbourne Ward                 | Westbourne Estates. Roads within the Westbourne Ward | • City Guardians will ensure that regular Lighting Audits on highways are carried out.  
• City Guardians will report any hazardous or recurring lighting defects on estates to the housing office.  
• City Guardians will ensure that street lighting faults are phoned through to Highways immediately with a reference being taken for follow up.  
• City Guardians will ensure that areas of poor or lack of lighting are highlighted on the Audits and passed to Crime Design | Civic Watch, SNT, Highways, Housing Estate office  
Relevant information regarding lighting and dark spots | Crime Prevention Design Team within the Metropolitan Police |
|     | Estate Repairs | Estate Residents | Amberley Estate  
Warwick Estate  
Brindley Road Estate  
Brunel Estate  
Wessex Estate | Team within the  
Metropolitan Police  

- City Guardians will flag up any hazardous repairs that are required to the Estate repair team via the Housing office.  
- City Guardians will escalate with housing and go via Civic Watch process if they feel the repairs are not being rectified in an appropriate timescale. | Estate Repair Team,  
Housing office, Civic  
Watch. City West  
Homes. | Housing RSLs (Stadium Housing) |
|-----|----------------|-----------------|-------------------------------------------------|-------------------------------------------------|-------------------------------------------------|
| 3   | School Links   | School children  
Parents  
Teachers  
Road users | Mary Magdalene School.  
Edward Wilson School.  
Our Lady of Dolours School | School Staff  
City Guardian will speak to the YOT and ASBU regarding delivering ASB talks in school. | City Guardians will conduct talks at school Assemblies with the PCSOs and Parking Enforcement Officers about road safety, environmental issues, and anti-social behaviour.  
City Guardians will work with the road safety teams to deliver road safety talks in schools. |
Please detail any service gaps in your area.

**Tips and Hints**
- Team Leaders and Area Managers be sure to ask your City Guardians about this and what they have observed on the streets
- Service gaps could include gaps in the City Guardian service or other services within the community
- When filling in the ‘location’ cells please specify whether the gap is experienced across the service area or in a particular isolated location

<table>
<thead>
<tr>
<th>Service Gap</th>
<th>Location</th>
<th>Ideas on how it could be addressed</th>
<th>Potential Partnerships to address this</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Lack of accessible Dog Wardens</td>
<td>Across the Service Area.</td>
<td>City Guardians will give increased advice to dog owners on dog related ASB.</td>
<td>City Guardians will endeavour to get the message across to persistent offenders through educating residents about penalty fines and warnings, this will be done in conjunction with SEMs.</td>
</tr>
<tr>
<td>2. Lack of Bins for Dog Waste</td>
<td>Across the service area</td>
<td>The introduction of extra bins in areas of highlighted dog fouling.</td>
<td>City Guardians will endeavour to get the Housing office to introduce more Waste Bins on the Estates and signage. City Guardians will take forward through the CivicWatch process.</td>
</tr>
</tbody>
</table>
Partnerships

Please detail the partnerships essential within your area and provide details on the strength of each partnership.

<table>
<thead>
<tr>
<th>Partnerships</th>
<th>Main purpose/function of partnership</th>
<th>Details on the strength of Partnership</th>
<th>How could it be strengthened</th>
</tr>
</thead>
<tbody>
<tr>
<td>SNT</td>
<td>Central Point of contact for community issues. To share information on any offenders and intelligence gathered while on patrol. Crime Prevention.</td>
<td>City Guardians will continue to share intelligence with SNT and receive feedback on the information provided. City Guardians meet with the SNT Sergeant and arrange joint patrols on specific asb issues. City Guardians will regularly attend Housing meetings and local briefings with the SNT and provide feedback, both positive and negative.</td>
<td>City Guardians will continue joint working and joint patrolling. City Guardians will continue to document issues regarding asb and share this intelligence with the SNT.</td>
</tr>
<tr>
<td>Housing</td>
<td>To work together in identifying ASB Hotspots within the estates and to reduce these by high visible patrols. City Guardians work with the estate repair team in identifying estate repairs so that they can be rectified and ensure that no ASB can take place in unsecured properties within the estates.</td>
<td>City Guardians will endeavour to maintain a good working relationship with the housing teams involved within the 5 Estates on Westbourne and attend the Residents Association meetings on the estates feeding back Good News Stories to the residents. City Guardians will ensure they are in contact with the housing office on a Daily basis.</td>
<td>City Guardians will seek to establish Closer working relationship with the estate repair team and be in a position to provide feedback on repairs and seek information on dates of work completion.</td>
</tr>
<tr>
<td>SEMs</td>
<td>Environmental issues, such as cleaner streets, illegal dumping of residential and commercial waste, fly-tipping, dog fouling issues and abandoned Vehicles.</td>
<td>City Guardians will maintain regular contact with the SEMs. When waste issues are raised, contact is made either by telephone, via e-mail or by arranged meetings. City Guardians will do joint visits with the SEMs on persistent offenders’ especially Commercial</td>
<td>City Guardians will endeavour to Increase joint patrols with the Link SEM and request feedback on information provided.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>enhackers of illegal waste disposal.</td>
<td></td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td>---</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>SLET</td>
<td>Licensing issues including the illegal use of A-Boards on City of Westminster land, illegal selling of certain items in shops, overcrowding of Pubs causing blockages on the footpath. City Guardians will contact SLET when a licensing issue occurs. City Guardians will endeavour to increase joint patrols with SLET. City Guardians will try to organise a day long secondment with the SLET team in order to become more aware of our joint roles within the council.</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Youth Workers</td>
<td>To work together in engaging with the Young people of Westbourne. City Guardians will help promote the activities that the Youth workers are organising with the Stowe centre, Millennium club and the Brunel youth club. City Guardians will also signpost the young people to the youth clubs. City Guardians will regularly contact the youth workers in the Stowe centre and have initiated contact with the youth workers at the Millennium club and Brunel youth club and are developing ideas of joint working. City Guardians will continue working with the youth workers at the Millennium club so that the Guardians can take part in weekly activities and take a leading role in some activities i.e. Table football tournament or similar activities. City Guardians to join with the Youth Workers in joint initiatives.</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Local Businesses</td>
<td>To forge closer links with a vital part of the Westbourne Community. City Guardians will visit local businesses on a fortnightly basis and give them an opportunity to voice any concerns they may have. An audit will be conducted and the information will brought to the Civic Watch meetings, with feedback then given to the Businesses. City Guardians will investigate if there is a local business Forum and seek an invitation to attend and participate.</td>
<td></td>
</tr>
</tbody>
</table>

Please detail any potential partnerships that could be beneficial, but do not currently exist and ideas on how such partnerships could be established.

**Hints and Tips:**
- Include partnerships that the City Guardians could facilitate but may not necessarily be key players.
- Include community groups or groups within the community in the list as well and ideas on ways to establish links and relationships with these groups.
- Refer to the checklist for ideas on organisations and services you could establish partnerships with.

<table>
<thead>
<tr>
<th>Potential Partnerships</th>
<th>Main purpose/function of partnership</th>
<th>Ideas for establishing partnership/relationship</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Parking Enforcement</td>
<td>Build relationships so road congestion can be avoided at School opening times and closing times. Offering reassurance to our council partner agencies on the Street.</td>
<td>City Guardians will invite Parking enforcement Officers to team meetings once a month to update on local issues and to share information. City Guardians will ensure they receive Guardian Good News stories and updates on initiatives in</td>
</tr>
</tbody>
</table>
### Kerb Craft

Help Children with road safety

City Guardians will assist with Kerb Craft and use the opportunity to help engage with the young people of Westbourne in other environments.

### Youth offending Team

To identify youths not previously known to the youth offending team.

City Guardians will meet with the YOT to share information and signpost potential ABC/ASBO candidates to Youth Offending team.

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#### Patrolling

Please list the 5 most common issues encountered on the streets in your area when patrolling, starting with the most common?

**Tips and Hints:**
- Team Leaders and Area Managers be sure to ask your City Guardians about this and what they have observed on the streets
- When filling in the ‘Category’ please detail which of the following categories the issue fits into:
  - Order (safer streets/crime prevention)
  - Opportunity (community)
  - Renewal (environment – clean and well maintained streets)
  - Enterprise (businesses)
  (These are not exclusive an issue could fit into more than one category).

<table>
<thead>
<tr>
<th>Issue when patrolling</th>
<th>Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Youth ASB</td>
<td>Engaging with youths and report intelligence to the ABC Worker.</td>
</tr>
<tr>
<td>2 Mopeds</td>
<td>Engage with youth on mopeds; and signposting to CBT courses.</td>
</tr>
<tr>
<td>3 Street Crime</td>
<td>Offer advice to car users about vehicle security, monitor hotspots pass Intel to police.</td>
</tr>
<tr>
<td>4 Dog ASB</td>
<td>Give out Dog Bags, educate dog owners and report issues.</td>
</tr>
<tr>
<td>5 YOUTH / Elderly Community Work</td>
<td>Identify vulnerable resident offer crime prevention advice.</td>
</tr>
</tbody>
</table>
### 302s

Please detail any 302s underway in your area

#### Tips and Hints:
- When filling out the ‘Timeframe’ cells please detail when the 302 is due to be implemented and whether addressing the problem is a one off project or whether it is on-going initiative.

<table>
<thead>
<tr>
<th>Detail of the problem</th>
<th>Aim of 302</th>
<th>Proposed Action</th>
<th>Partners involved in addressing the problem through 302 process</th>
<th>Leading agency contribution</th>
<th>Timeframe</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Street Crime</strong></td>
<td>To Reduce street crime in the Westbourne Ward</td>
<td>City Guardians will attend all meetings with partner agencies in relation to putting a strategy in place to help solve the issue. City Guardians will carry out increased patrols in Street Crime Hotspots areas. City Guardians will maintain a visible presence at Westbourne Park Station at peak times and offer Crime prevention advice to commuters. City Guardians will give advice to Car users wherever possible regarding the importance of removing all items from their Vehicles. City Guardians will distribute Literature regarding crime prevention and where to get crime prevention advice.</td>
<td>Safer Neighbourhood Team, Civic Watch, Housing Managers City Guardians.</td>
<td>Police</td>
<td>3-6 Months</td>
</tr>
</tbody>
</table>

Please details any problems/issues in your area that could be addressed through a 302
### Tips and Hints:
- When filling out the ‘Timeframe’ cells please details whether addressing the problem is a one off project or whether it is on-going initiative.

<table>
<thead>
<tr>
<th>Detail of the problem</th>
<th>Ideas for how it could be addressed through 302</th>
<th>Potential partners who could be involved</th>
<th>Timeframe</th>
</tr>
</thead>
</table>
| 1 Youth ASB at Tolchurch House on the Wessex Gardens estate | Area Manager to be the lead officer in addressing this 302.  
City Guardians will attend all meetings held to address this problem, both with potential partner agencies and Residents.  
City Guardians will carry out extra high visible patrols in the area.  
City Guardians to monitor stairwells and patrol these areas.  
City Guardians will do joint patrols with the SNT on the Wessex estate on a regular basis.  
City Guardians will distribute crime prevention literature as and when required.  
City Guardians will engage with the youths and signpost them to youth activities in the area and to involve youth services teams. | Safer neighbourhood Team, Civic Watch, Housing (City West Homes) and youth services | 3-6 months On going initiative |
| 2 Mopeds | City Guardians will attend all meetings held to address this issue both with potential partner agencies and local residents.  
City Guardians will approach Moped riders and offer advice and C.B.T course details if they fit into the age category  
City Guardians will patrol the Westbourne estates and monitor for any ASB caused by youths on Mopeds and any information gathered to be passed onto the Police through SNT or Crimint and to the Housing office if it is on Housing property.  
City Guardians will distribute literature as and when required. | Safer Neighbourhood Team, Civic Watch, Housing office, Westminster Sports Unit. | 3-6 months On Going initiative |

### Projects

Please detail the personal projects your teams have planned for 2007.
### Tips and Hints:
- The information for this section should be easily obtained from the project documentation for each project.
- Please bring established project plans to the business planning sessions.

<table>
<thead>
<tr>
<th>Title</th>
<th>Description</th>
<th>Aim and objectives</th>
<th>Partners involved</th>
<th>Targets</th>
<th>Have project plans been established</th>
<th>Has project documentation been completed?</th>
<th>Are projects included in the Performance Rated Pay (PRP) forms?</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1. Schools (STRETCH)</strong></td>
<td>City Guardians to give talks on our role and ASB in School Assemblies</td>
<td>City Guardians will promote the City Guardian role and aim to reduce ASB by educating the young people of its effect on the community. City Guardians will endeavour to build up a better relationship with the young people so it will make it easier to engage with them in different environments</td>
<td>All Schools in Westbourne. SNT, Civic watch. ASBU</td>
<td>To give a talk on ASB &amp; the key issues in the Community at the Assemblies of the 3 Schools of Westbourne</td>
<td>Yes</td>
<td>In draft</td>
<td>Yes and to be enhanced and included in for 2007/8</td>
</tr>
<tr>
<td>No</td>
<td>Group</td>
<td>Description</td>
<td>Role</td>
<td>Status</td>
<td></td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>2</td>
<td>Elderly (STRETCH)</td>
<td>City Guardians to assist with all functions at the Over55s Amberley club on a weekly basis</td>
<td>To assist staff at the Amberley club so the weekly function can be maintained. To promote the role of the City Guardian service to the elderly of Westbourne. To provide a direct link to other council services for the Elderly. To allow elderly residents an opportunity to express concerns over problems in their area.</td>
<td>Yes</td>
<td>In draft</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Youth Engagement</td>
<td>City Guardians to assist with youth activities at the Stowe Centre, Millennium Club and the Brunel youth club</td>
<td>To assist the youth workers of each venue on a regular scheduled basis. City Guardians assisting at these venues will help us to signpost other young people towards these centres as our knowledge of the venues activities will increase. It will help City Guardians with youth engagement in other environments.</td>
<td>Youth Workers at the Stowe Centre, Millennium club, and the Brunel youth club. Detached youth workers</td>
<td>To assist at the Youth clubs on a weekly basis To signpost youth to services and information To provide information and education on drug and its effects,</td>
<td>Contact has been instigated at both the Stowe centre and the Millennium Club</td>
<td>Not yet</td>
<td>It will be for 2007/8</td>
</tr>
</tbody>
</table>
Business co-ordinator

City Guardians will visit local Businesses at least on a Fortnightly basis and give them an opportunity to voice any concerns they may have. An Audit is done and information is brought to the Civic Watch meetings and feedback given to the Businesses.

City Guardians to conduct fortnightly Business Audits.
City Guardians to provide crime prevention advice to local business.
City Guardians provide a direct link to other council services.
City Guardians help to reduce the fear of crime.

Local Businesses

To carry out fortnightly audits and visits.
City Guardians will relay any information gathered to the relevant partner agencies. This information will be passed to the Police through Crimint, links with the SNT and to the ABC monitoring unit.
City Guardians will endeavour to strengthen the partnership with the Stowe Centre by proactively seeking to join staff in helping in some of the weekly activities.

Yes
Not yet
Yes

Tips and Hints:
- Include any ideas here you may have even if underdeveloped – for example, if you would like to develop a diversionary project for females, but have not scoped a particular activity, provide what information you do have in the table where you can.

<table>
<thead>
<tr>
<th>Title</th>
<th>Description</th>
<th>Aim and objectives</th>
<th>Partners involved</th>
<th>Targets</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Supplemental School Support</td>
<td>After hours classes for children up to the age of 16</td>
<td>To provide additional assistance in areas of academic weakness and increase the children’s chance of success</td>
<td>Schools/Volunteer teaching staff /Local Authority</td>
<td>Measured by take up of service</td>
</tr>
</tbody>
</table>
### Other

Please list the Top 5 ideas within your area?

#### Tips and Hints:
- Please do not include projects detailed in the table above

<table>
<thead>
<tr>
<th>Idea</th>
<th>People involved</th>
<th>What is its purpose?</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Health Champion</td>
<td>Primary Care Trust, City Guardians</td>
<td>To encourage residents to live/eat healthily, to ascertain links between health and crime. Signpost residents to building based services</td>
</tr>
<tr>
<td>2 Parking liaison officer</td>
<td>Parking enforcement officers, City Guardians</td>
<td>Build relationships so road congestion can be avoided at School opening times and closing times. Offering reassurance to our council partner agencies on the Street.</td>
</tr>
<tr>
<td>3 Vulnerable persons coordinator</td>
<td>City Guardians, Housing and Residents Associations, Primary Care Trust</td>
<td>To identify Vulnerable residents and to compile a list so that they can be visited on a regular basis and the City Guardians can be a direct link for other council and health services.</td>
</tr>
<tr>
<td>4 Sports coordinator</td>
<td>City Guardians, Westminster sports unit and local Schools</td>
<td>To act as a direct link between the Guardian service and Westminster Sports Unit back to the community</td>
</tr>
</tbody>
</table>

List the projects and initiatives that have been successful in your area and provide details on why you think these have been successful.

#### Tips and Hints:
- When filling in the ‘Category’ please detail which of the following categories the issue fits into:
  - Order (safer streets/crime prevention)
  - Opportunity (community)
  - Renewal (environment – clean and well maintained streets)
  - Enterprise (businesses)
- When filling out ‘Why was it successful’ cells please provide details of the elements that made it successful, for example, multiple partnerships, clear direction, planning, commitment etc…

<table>
<thead>
<tr>
<th>Successful project/initiative</th>
<th>Category</th>
<th>Why was it successful?</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Schools</td>
<td>Opportunity</td>
<td>It promoted the City Guardian service within the community and made the children aware of our role within the community. It helped the Guardian service to engage with the local youths in other environments</td>
</tr>
<tr>
<td>2 Elderly</td>
<td>Opportunity</td>
<td>It helped to promote the City Guardian service to the elderly community of Westbourne, it also allowed us direct contact with the elderly so we</td>
</tr>
</tbody>
</table>
could listen to their needs and then for us to act on these needs. Feedback from the Amberley Elderly Persons club has been very positive both from staff and members and the City guardian input has assisted with their quality of life.

<table>
<thead>
<tr>
<th>3</th>
<th>Business</th>
<th>Enterprise</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>It has helped to promote the City Guardians service to the business sector of Westbourne and it has allowed us to forge direct links with this sector and enable us to offer advice on crime prevention where possible. The links have allowed the business sector to pass on intelligence to the Guardians service, that has in turn passed to the police.</td>
</tr>
</tbody>
</table>