

Borough Council of  
**King's Lynn &  
West Norfolk**



# **Environment and Community Panel**

## **Agenda**

**Tuesday, 22nd March, 2022**  
at 4.30 pm

in the

**Assembly Room, Town Hall, Saturday  
Market Place, King's Lynn and available  
for the public to view at [WestNorfolkBC on  
You Tube](#)**





**King's Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX**  
**Telephone: 01553 616200**

Friday 11 March 2022

Dear Member

**Environment and Community Panel**

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Tuesday, 22nd March, 2022 at 4.30 pm** in the **Assembly Room, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ** to discuss the business shown below.

Yours sincerely

Chief Executive

**AGENDA**

**1. Apologies for absence**

To receive any apologies for absence.

**2. Minutes (Pages 5 - 9)**

To approve the minutes of the previous meeting.

**3. Declarations of interest**

Please indicate if there are any interests which should be declared. A declaration of an interest should indicate the nature of the interest (if not already declared on the Register of Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the Member should withdraw from the room whilst the matter is discussed.

Those declarations apply to all Members present, whether the Member is part of the meeting, attending to speak as a local Member on an item or simply observing the meeting from the public seating area.

**4. Urgent Business**

To consider any business which, by reason of special circumstances, the Chair proposed to accept as urgent under Section 100(b)(4)(b) of the Local Government Act, 1972.

**5. Members Present Pursuant to Standing Order 34**

Members wishing to speak pursuant to Standing Order 34 should inform the Chair of their intention to do so and what items they wish to be heard before a decision on that item is taken.

**6. Chair's Correspondence**

If any.

**7. Support in Safe Accommodation for Norfolk 2021/2024 (20 minutes)**  
(Pages 10 - 63)

**8. Cabinet Report - Memorial Safety Testing Policy for Cemeteries and Closed Churchyards (40 minutes)** (Pages 64 - 74)

To consider the report and make any appropriate recommendations to Cabinet.

**9. Portfolio Holder Question and Answer Session (15 minutes)**

Any questions should be submitted to Democratic Services in advance of the meeting.

**10. Work Programme and Forward Decision List** (Pages 75 - 84)

**11. Date of the next meeting**

To note that the next meeting of the Environment and Community Panel is scheduled to take place on 7<sup>th</sup> June 2022 at 4.30pm in the Assembly Room, Town Hall, Saturday Market Place.

To:

**Environment and Community Panel:** C Bower (Vice-Chair), A Bubb, A Bullen, S Collop, M de Whalley, I Devereux, J Kirk, J Lowe, C Sampson (Chair), S Squire and M Wilkinson

**Portfolio Holders:**

Councillor Sandell – Portfolio Holder for People and Communities

Councillor Long – Portfolio Holder for Corporate Services

**Officers:**

Martin Chisholm – Assistant Director

Duncan Hall – Assistant Director

Nikki Patton – Housing Strategy Officer

Chris Black – Cemeteries and Crematorium Manager

**BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK****ENVIRONMENT AND COMMUNITY PANEL**

**Minutes from the Meeting of the Environment and Community Panel held on Tuesday, 15th February, 2022 at 4.30 pm in the Assembly Room, Town Hall, Saturday Market Place, King's Lynn PE30 5DQ**

**PRESENT:** Councillors C Sampson (Chair), C Bower, A Bubb, S Collop, M de Whalley, I Devereux, C Hudson (substitute for M Wilkinson), J Kirk and J Moriarty (substitute for S Squire)

**PORTFOLIO HOLDER:**

Councillor P Kunes – Portfolio Holder for Environment and Climate Change

**MEMBERS PRESENT UNDER STANDING ORDER 34:** Councillor Kemp

**OTHER MEMBERS PRESENT:** Councillors Squire and Rust.

**OFFICERS:**

Martin Chisholm – Assistant Director

Henry Saunders – Climate Change Officer

Dave Robson – Environmental Health Officer

Craig Pease – Licensing Enforcement Officer

**EC54: APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Wilkinson and Bullen.

**EC55: MINUTES**

**RESOLVED:** The Minutes from the previous meeting were agreed as a correct record and signed by the Chair.

**EC56: DECLARATIONS OF INTEREST**

There were no declarations of interest.

**EC57: URGENT BUSINESS**

There was none.

**EC58: MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

Councillor Kemp.

**EC59: CHAIR'S CORRESPONDENCE**

[Click here to view the recording of this item on You Tube.](#)

The Chair provided an update on the Urban Wildlife Informal Working Group.

**EC60: DISTRICT EMISSIONS REPORT**

[Click here to view the recording of this item on You Tube.](#)

The Environmental Health Manager and Climate Change Officer presented the District Emissions report as attached.

The Chair thanked officers for the report and invited questions and comments from the Panel, as summarised below.

In response to a question from Councillor Bubb relating to emissions from the Crematorium, officers explained that the data was included in the Councils Carbon Audit and the current equipment used was quite new, ran efficiently and removed most pollutants. When the equipment needed replacing, other options could be considered.

Councillor Kemp addressed the Panel under Standing Order 34. She made reference to high levels due to peatland and forestry and asked how this could be improved. The Environmental Health Manager explained that DEFRA were working on a National Peat Action Plan which was due to be published in the summer. The Council were also in discussion with the NFU on local measures and working on monitoring and data collection. The Climate Change Officer explained that the DEFRA Task Force were looking at improvements to agricultural land and options to preserve productive land as well as reducing emissions and protecting the peat. Once the report had been published, local options could then be considered.

Councillor Moriarty thanked officers for their presentation but was disappointed that it had not been circulated in advance. Officers explained that following this meeting the website would be updated, the presentation would be shared, and any further questions could be submitted to officers.

Councillor de Whalley referred to other Local Authorities who had funds to re-wet peatland, land rotation and resting land. The Environmental Health Manager explained that a range of measures would be explored in the DEFRA National Peat Action Plan which would be published in the Summer.

The Chair commented that there were a lot of organisations looking at these issues and hoped that organisations would work together as

appropriate. The Vice Chair made reference to the Water Management Alliance and the creation of new reservoirs.

Councillor Devereux referred to the Environment Agency Study on the Future of the Fens and approaches to wetlands. He also made reference to COP26 and the importance of the Fens. It was also noted that an Environment Agency briefing for Councillors had been arranged for March.

The Portfolio Holder for Environment and Climate Change, Councillor Kunes, explained that the District Emissions reports also included different areas such as Industry and Transport and that these were areas which could be tackled, and work was ongoing to look at how emissions could be reduced.

**RESOLVED:** 1. The report was noted.  
2. The Panel be kept updated on progress as required.

EC61: **CABINET REPORT - HACKNEY CARRIAGE AND PRIVATE HIRE LICENSING PROCEDURES AND CONDITIONS**

[Click here to view the recording of this item on You Tube.](#)

The Licensing Enforcement Officer presented the Cabinet report and explained the revisions proposed for the Hackney Carriage and Private Hire Licensing Procedures and Conditions. He highlighted the changes related to Electric Vehicles, Age and Mileage.

He also outlined the consultation process and representations received.

The Chair thanked the Licensing Enforcement Officer for his report and invited questions and comments from the Panel, as summarised below.

Councillor de Whalley made reference to the age policy for Electric Vehicles and asked why mileage had not also been increased. The Licensing Enforcement Officer explained that the mileage had not been increased as wear and tear on vehicles would be the same regardless of the type of engine.

In response to a question from Councillor Moriarty, the Licensing Enforcement Officer explained that Licence Holders had to undertake Safeguarding Training and were required to report any incidents to the Council or the Police as appropriate. Any incident reported to the Council was held on the system and investigated as required.

Councillor Moriarty queried the track changes in the document and it was explained that the document was in a link within the Cabinet Report.

**RESOLVED:** That the Environment and Community Panel support the recommendations to Cabinet as set out below.

That the Council be invited to adopt the revised Hackney Carriage and Private Hire Licensing Procedures and Conditions Booklet.

EC62: **EXXPEDITION UPDATE - COUNCILLOR SQUIRE**

[Click here to view the recording of this item on You Tube.](#)

Councillor Squire presented information on her role as an Ambassador to eXXpedition which was a not-for-profit organisation that ran expeditions at sea and virtual voyages on land to understand the causes of and solutions to ocean plastic pollution.

A copy of the presentation is attached.

The Chair thanked Councillor Squire for her presentation and invited questions and comments from the Panel, as summarised below.

Councillor Moriarty asked what was gained by determining the origin of plastics and if Councillor Squire was seeking further action from the Panel. Councillor Squire explained that the aim of her presentation was to raise awareness and the purpose of determining the origin of plastics was so that it could be tracked back to source.

**RESOLVED:** The Panel noted the presentation.

EC63: **SINGLE USE PLASTICS INFORMAL WORKING GROUP UPDATE - COUNCILLOR DE WHALLEY**

[Click here to view the recording of this item on You Tube.](#)

Councillor de Whalley provided an update on the work of the Informal Working Group as attached

In response to a question from Councillor Moriarty, the cost of the schools competition was clarified.

Councillor Kemp addressed the Panel under Standing Order 34 and mentioned the use of plastics in supermarkets.

The Portfolio Holder, Councillor Kunes commented that loose fruit and vegetables could be packed in reusable bags or nets or just purchased loose.

The Chair felt that Supermarkets were putting effort into reducing packaging.

The Panel also discussed items which could be recycled and food waste recycling.

Councillor de Whalley informed the Panel he would feedback comments from the Panel to the next meeting of the Informal Working Group.

**RESOLVED:** The update was noted.

EC64: **PORTFOLIO HOLDER QUESTION AND ANSWER SESSION**

No questions had been submitted in advance of the meeting.

EC65: **WORK PROGRAMME AND FORWARD DECISION LIST**

Councillor Moriarty asked if further Climate Change updates needed to be scheduled into the Work Programme. The Chair advised that these would be brought to the Panel as and when required.

**RESOLVED:** The Panel's Work Programme was noted.

EC66: **DATE OF THE NEXT MEETING**

The next meeting of the Environment and Community Panel was scheduled to take place on 22<sup>nd</sup> March 2022 at 4.30pm.

**The meeting closed at 6.15pm**

Agenda Item 7

**POLICY REVIEW AND DEVELOPMENT PANEL REPORT**

REPORT TO:	Environment and Community Panel		
DATE:	22 <sup>nd</sup> March 2022		
TITLE:	Safe in Accommodation Strategy for Norfolk 2021-2024		
TYPE OF REPORT:	Update		
PORTFOLIO(S):	Cllr Sam Sandell		
REPORT AUTHOR:	Nikki Patton		
OPEN/EXEMPT	Open	WILL BE SUBJECT TO A FUTURE CABINET REPORT:	Yes

**REPORT SUMMARY/COVER PAGE**

<b>PURPOSE OF REPORT/SUMMARY:</b>
<p>In December 2021 Norfolk County Council considered and adopted the Safe in Accommodation Strategy for Norfolk 2021-2024 in accordance with Part 4, Domestic Abuse Act 2021.</p> <p>The purpose of this report is to update members on the requirements of The Domestic Abuse Act 2021, the recently adopted Norfolk County Council Safe in Accommodation Strategy and the intention to take a report to Cabinet to endorse the County's Strategy.</p> <p>Endorsement of the Strategy by the Councils Cabinet is necessary as it will inform the Councils Homelessness &amp; Rough Sleeper Strategy 2019-2024 and approaches to wider areas of work in relation to Domestic Abuse and ensuring that in housing services all is being done to support victim-survivors of domestic abuse.</p>
<b>KEY ISSUES:</b>
<p>The Domestic Abuse Bill was passed and became an Act in law on 29th April 2021. The Act will help transform the response to Domestic Abuse, helping to prevent offending, protect victim-survivors and ensure they and their children have safe accommodation and support when they need it.</p> <p>The Act includes within Part 4 (Sections 57-61) new duties on Tier 1 local authorities (County Council) in England relating to the provision of support for victims and their children residing within relevant safe accommodation and a duty on Tier 2 authorities (Borough Council) to co-operate with Tier 1 authorities.</p> <p>Domestic Abuse is a leading cause of homelessness for adult and child victim-survivors. The Safe in Accommodation Strategy for Norfolk 2021-2024 outlines how Norfolk County Council, as a Tier 1 authority, will work with Tier 2 authorities (Borough Council), and key stakeholders (including victim-survivors) to meet the new duties to provide support in safe accommodation for both adults and children in Norfolk.</p>
<b>OPTIONS CONSIDERED:</b>
<p>The Domestic Abuse Act 2021 introduces statutory requirements for tier 1 authorities and necessitates the Borough Councils cooperation and the changes that are made to housing and homelessness legislation directly impact our work.</p>
<b>RECOMMENDATIONS:</b>
<p>To support the Safe in Accommodation Strategy for Norfolk 2021-2024 being presented to the Councils Cabinet.</p>

To support and recognise the Councils membership on the Norfolk Domestic Abuse Partnership Board.

To support the Housing Department in undertaking the Domestic Abuse Housing Alliance (DAHA) Accreditation over the next 2-3 years.

#### REASONS FOR RECOMMENDATIONS:

The Council has specific statutory duties in relation to reducing homelessness and the Domestic Abuse Act 2021. Under the Act the Council has a duty to support the Tier 1 Authority . The Act requires tier 2 local authorities in each area to cooperate with the upper tier authority so far as reasonably practicable, when requested to do so.

The Strategy and action plan will inform where appropriate the Councils Homelessness and Rough Sleeping Strategy and other relevant policies.

## **REPORT DETAIL**

### **1.Introduction**

The Domestic Abuse Act 2021 came into force on 29 April 2021. The Act includes a wide range of provisions intended to raise awareness and understanding about the devastating impact of domestic abuse on victims and their families. The Act places a duty on upper tier local authorities in England to provide accommodation-based support to victims of domestic abuse and their children in refuges and other safe accommodation. The Act does not transfer any responsibilities for housing from housing authorities to upper tier local authorities. The Act requires the tier 2 local authorities in each area to cooperate with the upper tier authority so far as reasonably practicable, when requested to do so. In order to deliver this duty, upper tier local authorities must carry out a needs assessment and develop and publish a strategy. The Strategy is in response to this new duty on Norfolk County Council (NCC) as a Tier 1 authority and in particular to Part 4 of the Act : Safe Accommodation and Support.

### **2. The Domestic Abuse Needs Assessment**

NCC in collaboration with the seven Local Authorities across Norfolk, other statutory agencies and key partners/ service providers in relation to Domestic Abuse services undertook a needs assessment to inform the Strategy. Further details of the needs assessment are referenced in the Strategy.

### **3. Safe in Accommodation Strategy for Norfolk 2021-2024**

The 5 core objectives of the Strategy;

1. Increase the amount and flexibility of safe accommodation
2. Improve engagement with victim-survivors of DA
3. Improve the quality of support and safe accommodation
4. Support children in safe accommodation
5. Improved intelligence

The Strategy outlines how all agencies will work collaboratively to provide victim-survivors with a range of flexible options, that enable them to remain safe at home or access suitable alternative safe accommodation and support if that is what is needed and wanted.

Whilst the Borough Council will support all of the objectives of the Strategy, objectives 1,3 and 5 are areas that the Council will have particular input in.

#### **4. Norfolk Domestic Abuse Partnership Board**

Tier 1 Local authorities must create a Domestic Abuse Local Partnership Board with a minimum representative membership set out in the Act. The role of the Partnership Board is to support and advise the local authority in the delivery of the duty. Local authorities must monitor and evaluate the effectiveness of the Strategy and report back annually to central government. Tier 2 Authorities have a duty to support this data collection and reporting back to Government.

Norfolk have established the Norfolk Domestic Abuse Partnership Board. The Borough Council are a board member with the Housing Strategy Manger attending monthly meetings. The core focus of the board is on the arrangements and actions needed to implement the housing and support elements of the Domestic Abuse Act and ensure a multi-agency approach to the understanding of accommodation and support needs of all victims of domestic abuse (male, female and children).

#### **5. Domestic Abuse Housing Alliance -**

In 2014, Standing Together co-founded the Domestic Abuse Housing Alliance (DAHA) in partnership with Peabody and Gentoo Housing Associations. It is a national initiative to improve the housing sector's response to domestic abuse. The work focuses on social housing and private rented sectors. DAHA offer an accreditation process for housing providers (local authorities, housing associations, homelessness services, to support housing services in responding to Domestic Abuse. It is a UK benchmark for how housing services and providers should respond to Domestic Abuse. Norfolk County Council have provided funding to all Local Authorities across Norfolk to support gaining the accreditation. The process involves, training, awareness raising, review and inclusion of best practice in relation to policies, procedures, protocols and ongoing learning. The Borough Council seeks to commence the accreditation as soon as possible.

#### DAHA

‘Our accreditation framework includes 8 priority areas that considers an organisation's operations and delivers safe and effective interventions in domestic abuse.’

‘It builds in processes that help guide staff to adequately address the needs of survivors and hold abusers to account.’

#### **6. Priority Need**

The Domestic Abuse Act 2021 gives those who are homeless as a result of domestic abuse priority need for accommodation secured by the local authority.

[Section 188\(1\) of the 1996 Act](#) requires housing authorities to secure that accommodation is available for an applicant if they have reason to believe that the applicant **may** be homeless, eligible for assistance and have a priority need. Categories are set out within the Housing Act 1996 and Homelessness Code of Guidance. The Domestic Abuse Act extends priority need to victims who are homeless as a result of domestic abuse and eligible for assistance.

Prior to this change in the Act Local Authorities had to consider whether someone experiencing domestic abuse was vulnerable as a result of their abuse in order to access accommodation secured by the local authority.

These changes have implications for the Councils Housing Allocations Policy and will be set out in a separate report.

## **7. Corporate Priorities**

The emerging Corporate Business Plan identifies a key ambition of improving social mobility and inclusion, with a commitment to supporting residents to access support and services they need. The Councils Homelessness & Rough Sleeper Strategy 2019-2024 sets out a clear objective and action of increasing a range of temporary accommodation to meet identified needs and providing appropriate refuge accommodation.

## **8. Financial Implications**

The Ministry of Housing, **Communities and Local Government (MHCLG) – now the Department of Levelling Up, Housing and Communities (DLUHC)**, committed a three-year settlement for the delivery of the Part 4 duty for both Tier 1 and Tier 2 authorities (New Burdens funding). Norfolk County Council and the district and borough councils across Norfolk each received additional funding. For 2021/22 the Borough Council received **£32,863 to support implementing additional provisions within the Act.**

It is anticipated that there will be no financial resources over and above existing budgets required in 2021/2022.

## **9. Equal Opportunity Considerations**

The impacts of Domestic Abuse and homelessness can have a disproportionate impact on those with protected characteristics. In supporting to deliver this strategy effectively a positive impact should be delivered for those groups.

## **10. Consultation**

Norfolk County Council undertook a variety of stakeholder engagement and consultation when producing the strategy and in accordance with the requirements of the Act. Full details are contained within the NCC Cabinet report 6<sup>th</sup> Dec 2021. Ongoing consultation with victim-survivors is a key action in the Action Plan attached to the Strategy.

## **11. Conclusion**

Domestic Abuse is a leading cause of homelessness for adult and child victim-survivors. Local Authorities have both a moral and statutory duty to support victims-survivors of domestic abuse. The provisions and requirements set out in the Domestic Abuse Act 2021 and Safe in Accommodation Strategy for Norfolk 2021-2024 seek to ensure that we are doing all we can to support victims-survivors of domestic abuse.

## **12. Background Papers**

Support in Safe Accommodation Strategy for Norfolk 2021-2024

Norfolk County Council Cabinet Report 6<sup>th</sup> December 2021

Homelessness & Rough Sleeper Strategy 2019-2024

[https://www.westnorfolk.gov.uk/downloads/download/911/homelessness\\_and\\_rough\\_sleeping\\_strategy](https://www.westnorfolk.gov.uk/downloads/download/911/homelessness_and_rough_sleeping_strategy)



# Support in Safe Accommodation Strategy for Norfolk 2021-2024

In accordance with Part 4 of the Domestic  
Abuse Act, 2021

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## Foreword

No one should feel unsafe in their own home, yet the police recorded 844,955 cases of Domestic Abuse across the country in the year ending March 2021. All forms of Domestic Abuse are unacceptable in any situation, and the effects of it can be devastating for victim-survivors and their children.

Domestic Abuse is a leading cause of homelessness for adult and child victim-survivors. Norfolk has both a moral and statutory duty to help victim-survivors and this strategy sets out how we will do that.

We have recently undertaken a needs assessment in relation to the prevalence of Domestic Abuse in Norfolk and what services there are to support victim-survivors across Norfolk.

From this data analysis and working with both Domestic Abuse service providers and victim-survivors, we can present the Support in Safe Accommodation Strategy for Norfolk.

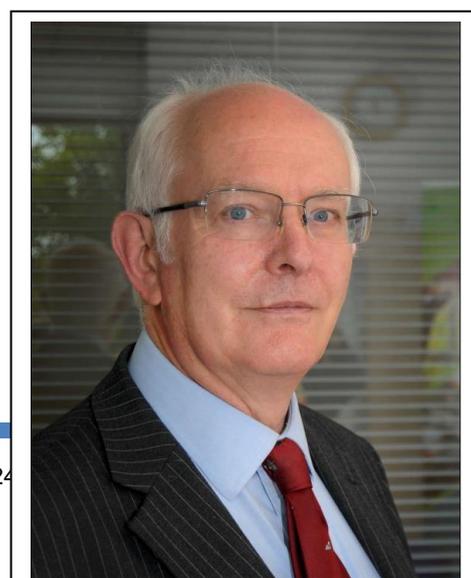
This strategy outlines how Norfolk County Council, as a Tier 1 authority, will work with Tier 2 authorities, and key stakeholders (including victim-survivors) to meet the new duties to provide support in safe accommodation for both adults and children in Norfolk. We will work to ensure that victim-survivors living in Norfolk are supported to remain safe in their own home if they wish, or access alternative safe accommodation and support.

Although Domestic Abuse is a gendered issue, mainly experienced by women, we recognise in Norfolk that men do experience it too, as the Needs Assessment has highlighted that 28% of all referrals to Domestic Abuse services are male. This figure is higher in national crime statistics, suggesting there is more work to be done to help men access the right support.

We know that in Norfolk, over the pandemic period in particular, the prevalence of Domestic



Cllr Bill Borrett, Cabinet Member for Adult Social Care



Abuse has increased, and we need to better understand whether this is because victim-survivors are better able to report, feel safer to report, or indeed there is a substantive 19% increase in Domestic Abuse in 2020 compared to 2019.

From the survey we undertook with Victim-survivors who have experience of receiving support in safe accommodation they stated they felt they were listened to and most had a positive experience. One victim-survivor said, “It helped me realise (sadly) that I wasn’t alone, and it gave me that wider support network I needed”.

In Norfolk, we do not believe that homelessness, inappropriate and/or unsafe accommodation, or having to remain in a home where a person is experiencing Domestic Abuse is a choice, that any victim-survivor should be faced with. The Support in Safe Accommodation Strategy for Norfolk outlines how all agencies will work collaboratively to provide victim-survivors with a range of flexible options, that enable them to remain safe at home or access suitable alternative safe accommodation and support if that is what is needed and wanted.

This strategy will be vital in ensuring there is cross departmental and sector working about support in safe accommodation. This strategy will be part of a wider Domestic Abuse strategy framework that will work together to ensure there is preventative Domestic Abuse support measures that provide intervention within the community and that we listen and act to the voices and experiences of victim-survivors.

By doing this together, we will be able to improve our overall service offer and improve outcomes for victim-survivors including children, with the aim of breaking the cycle of Domestic Abuse.

Giles Orpen-Smellie – Police and Crime Commissioner for Norfolk

## Executive Summary

The Support in Safe Accommodation Strategy for Norfolk 2021–2024 outlines how Norfolk County Council will implement the statutory duties associated with the provision of safe accommodation, as required by the Domestic Abuse Act 2021 (“the Act”). The purpose of the Act is:

- To protect and support victim-survivors’ and their families; transform the justice process to prioritise victim-survivors’ safety and provide an effective response to perpetrators; and to drive consistency and better performance in the response to Domestic Abuse (DA) across all local areas, agencies, and sectors
- Recognising the devastating impact on victim-survivors of all genders, and children of DA - and introduces a statutory duty on Tier 1 authorities to assess and meet support needs in safe accommodation

We welcome the Act for its explicit recognition that the children of victim-survivors are also victim-survivors of DA. That is why Adults and Children’s Services in Norfolk are working jointly to provide a seamless response to victim-survivors.

This strategy demonstrates how support in safe accommodation for DA victim-survivors will be provided over the next three years and outlines five objectives identified because of the DA Accommodation Needs Assessment (“the Needs Assessment”). This will initially be the focus of delivery. These include:

**1. Increase the amount and flexibility of safe accommodation:** As identified by the Needs Assessment there is an unmet need for safe accommodation of 38 bedspaces in Norfolk. Flexible accommodation options with support that can meet the differing needs of male victim-survivors, children (including older male children) and those with protected characteristics and what are considered more complex needs are required.

**2. Improve engagement with victim-survivors of DA:** The Needs Assessment has identified a gap in relation to how Norfolk works to improve their DA services. It is vital that we hear an authentic voice from all members of our different communities who are victim-survivors of DA.

**3. Improve the quality of support and safe accommodation:** Ensure that DA safe accommodation and support is of the same quality and standard across Norfolk and what services there are, is driven by monitoring, review, and improvement.

**4. Support children in safe accommodation:** The Needs Assessment shows that therapeutic support etc., is not available in all safe accommodation and this needs to be levelled up across Norfolk.

**5. Improved intelligence:** The Needs Assessment identifies the data used is often aggregated and there is risk of duplication. Data needs to improve to better understand the level of prevalence and demand especially in relation to male victim-survivors, children, those who are 75+ and those with protected characteristics. There is also the need to better understand the demand from victim-survivors having their needs met outside of Norfolk, and who may wish to return, and those seeking refuge from outside of the County.

The Needs Assessment undertaken by the Norfolk Office of Data and Analytics (NODA) highlighted a 19% increase in Norfolk during 2020 of crimes relating to DA compared to those recorded in 2019. Although it is not entirely clear whether this is because data recording has improved, victim-survivors are more confident to report abuse or indeed there has been an overall

increase, it is still an alarming statistic and behind these numbers are people who have suffered or maybe still suffering from DA.

This strategy looks to ensure we improve what we are doing and will complement existing work that is taking place across the County to address the health and wellbeing, community safety and housing needs of those who experience DA in Norfolk. It is part of a wider framework of strategy documents which include:

- Norfolk County Community Safety Plan
- Better Together, for Norfolk 2021-2025
- Greater Norwich Homelessness Strategy 2020-2025 (Broadland District Council, Norwich City Council & South Norfolk District Council).
- South Norfolk and Broadland Rough Sleeper Statement 2020-2022
- North Norfolk Homelessness & Rough Sleeping Strategy 2019-2024
- Great Yarmouth Homelessness Strategy
- The Borough Council of King's Lynn & West Norfolk Homelessness Strategy 2015-19.
- Breckland Homelessness and Rough Sleeping Strategy 2020-2025
- North Norfolk District Council Housing Strategy 2021-2025
- Joint Health and Wellbeing Strategy 2018-2022.

This strategy in addition to the strategies listed above, will underpin future strategies such as:

- Domestic Abuse and Sexual Violence Group (DASVG) - Domestic Abuse Strategy 2021-2024 (including delivery plan)
- Domestic Abuse Communications Strategy
- Norfolk Domestic Abuse Perpetrator Prevention Strategy
- No Homelessness in Norfolk Strategy.

The aim of this Support in Safe Accommodation Strategy is to support the lives of victim-survivors and their children by ensuring there are safe accommodation options and appropriate support when needed. Having the right kind of accommodation and support will provide opportunities for people and their children to start living their own, safe independent lives now and importantly for children, in the future.

This strategy has been produced by Norfolk County Council through the Norfolk Domestic Abuse Partnership Board (NDAPB) with oversight of its Council Members as well as the DASVG. The strategy has also received support from the Norfolk Community Safety Partnership Board whose remit is to create safer communities through the reduction of crime and the promotion of safety. The Terms of Reference in relation of NDAPB is included in Appendix 1 and membership of the Norfolk Community Safety Partnership Board is included in Appendix 2.

A structure of the framework in Norfolk that demonstrates how the different boards and groups relate and support each other is included in Appendix 3.

A delivery plan that includes budget commitments is part of the strategy and this will be monitored on a quarterly basis and monitored by NDAPB. Each year the strategy will be reviewed within the context of a refreshed Needs Assessment, and the delivery plan reflecting any changes will be provided to the Department of Levelling Up, Housing and Communities (DLUHC). Both the Needs Assessment and the Strategy will be fully reviewed and may be altered or replaced every three years.

# Why is a Support in Safe Accommodation strategy required?

# 1



# 1. Context – Purpose of this Strategy

## 1.1 The Scope of the Domestic Abuse Support in Safe Accommodation Strategy for Norfolk

The Support in Safe Accommodation Strategy for Norfolk 2021–2024 outlines how we will implement our statutory duties as outlined in the Domestic Abuse Act 2021 (Part 4: Safe Accommodation and Support).

The Act seeks to:

Raise the awareness and understanding of the devastating impact of domestic abuse on victims and their families.

Further improve the effectiveness of the justice system in providing protection for victims of domestic abuse and bringing perpetrators to justice.

Strengthen the support available to victims of abuse by statutory agencies.

The overarching aim across Norfolk in relation to DA will be:

- Early intervention and prevention
- Accessible services
- Appropriate safe accommodation
- A Multi-agency approach
- Support to safely return home or move on to alternative permanent accommodation.

In our aim to achieve these overarching objectives, the purpose of this Strategy will, as evidenced by the Needs Assessment, demonstrate how we will look to provide support in safe accommodation over the next three years.

Norfolk's DA and Sexual Violence Group (DASVG) will be developing a document over Autumn 2021 which will outline the holistic approach that all key agencies will be taking to improve our joint approach and support to those who are victim-survivors of DA and this Support in Safe Accommodation Strategy for Norfolk will help underpin that document. The DASVG strategy will articulate the broader partnership responses to DA support for victim-survivors (including carers) as well as accommodation support in the form of refuge supply and demand and flexible use of safe accommodation including sanctuary and target hardening measures in accommodation. In addition to this, the DASVG Strategy will include our collective response in relation to prevention and how we will end the cycle of DA in all its forms, including the rehabilitation and education of perpetrators of DA.

Whilst this Support in Safe Accommodation Strategy for Norfolk covers a three-year period, the Needs Assessment will be refreshed on an annual basis and the strategy will reflect any new demands or pressures being identified at that time and which Norfolk needs to respond in relation to the commissioning of new or improvement of services. Any identified changes in demand or trends that emerge on an annual basis will be reflected in the delivery plan. In addition to this the communications will be updated alongside the delivery plan over the three-year period.

The delivery plan is included in this strategy to demonstrate how solutions to the gaps in service delivery can be met and how our response looks to provide a seamless DA service

offer across the different sectors and organisations operating across the County.

## 1.2 The Domestic Abuse Act 2021 (“the Act”)

The Domestic Abuse Bill was passed and became an Act in law on 29th April 2021. Additional information in relation to the Act can be found here: [Domestic Abuse Act 2021: Overarching factsheet](#).

The Act will help transform the response to DA, helping to prevent offending, protect victim-survivors and ensure they and their children have safe accommodation and support when they need it.

One of the key measures introduced by the Act is the new duties on Tier 1 and Tier 2 authorities in England found in Part 4. These authorities now must provide support to victim-survivors of DA and their children in safe accommodation.

This strategy is in response to this new duty on us as a Tier 1 authority and is in conjunction with other existing statutory requirements including (but not limited to) those set out below:

- [Equality Act 2010](#)
- [Human Rights Act 1998](#)
- [Housing Act 1996](#)
- [Homelessness Act 2002](#)
- [Crime and Disorder Act 1998](#).

The new duties on Tier 1 and Tier 2 authorities sit alongside the following existing list of guidance:

- [Improving access to social housing for victim-survivors of DA](#) in refuges or other types of temporary accommodations: statutory guidance on social housing allocations for local authorities in England
- [Homelessness Code of Guidance](#)
- [Keeping children safe in education 2021](#): Statutory guidance for schools and colleges
- [Working together to safeguard children](#): A guide to inter-agency working to safeguard and promote the welfare of children
- [Violence against women and girls](#) (including men and boys): national statement of expectations

## Definition of Domestic Abuse

The Act has a cross-government definition of DA and is in two parts. Having a precise definition means we all understand what is meant and what is considered unacceptable in relation to DA. This means we can all actively challenge collectively, our behaviour and attitudes in relation to DA. The definition of DA can be found in Section 1 of the Act statutory guidance: [Section 1 of the Domestic Abuse Act 2021 \(legislation.gov.uk\)](#).

The definition DA is:

- “(2) Behaviour of a person (“A”) towards another person (“B”) is “domestic abuse” if—
- A and B are each aged 16 or over and are personally connected to each other, and
  - the behaviour is abusive.
- (3) Behaviour is “abusive” if it consists of any of the following—
- physical or sexual abuse
  - violent or threatening behaviour
  - controlling or coercive behaviour
  - economic abuse...
  - psychological, emotional, or other abuse
- and it does not matter whether the behaviour consists of a single incident or a course of conduct”.

The definition also encompasses what is called ‘Honour’-Based Abuse (“HBA”), Female Genital Mutilation (“FGM”) and Forced Marriage and is clear that victims are not confined to one gender, ethnic group, or socio-economic group.

While the definition above applies to those aged 16 or above, ‘Adolescent to parent violence and abuse’ (“APVA”) can equally involve children under 16 as well as over 16.

There is currently no legal definition of adolescent to parent violence and abuse, however, it is recognised as a form of DA.

Further information on the new statutory definition of DA can be found in the Statutory Guidance - [Delivery of support to victims of domestic abuse in domestic abuse safe accommodation services - GOV.UK \(www.gov.uk\)](#).

## Definition of Safe Accommodation

Under Part 4, Tier 1 authorities must assess, or decide for the assessment of, the need for accommodation-based support in their area, prepare and publish a strategy for the provision of support in its area, and monitor and evaluate the strategy.

The duty requires that support is provided to victim-survivors who reside in “relevant accommodation”. The [Domestic Abuse Support \(Relevant Accommodation and Housing Benefit and Universal Credit Sanctuary Schemes\) \(Amendment\) Regulations 2021 \(legislation.gov.uk\)](#) sets out the definition of relevant accommodation.

“Relevant accommodation” is referred to as “safe accommodation throughout the statutory guidance and this is adopted in the Support in Safe Accommodation Strategy for Norfolk.

Accommodation which is considered safe accommodation is:

**Refuge accommodation** – a refuge offers accommodation and intensive support which is tied to that accommodation. Victims, including their children, must be refuge residents to access expert emotional and practical support.

**Specialist safe accommodation** – specialist refuges for ethnically diverse communities, Lesbian, Gay, Bisexual, Transgender Questioning and other (“LGBTQ+”) communities, and disabled victims and their children. These may provide single sex or gender accommodation with dedicated specialist support to victims who share a protected characteristic(s). This includes services that are led by those that also share the protected characteristics and/or have complex needs.

**Sanctuary Schemes** – properties with local authority installed Sanctuary Schemes or other similar schemes, which provide enhanced physical security measures within a home. A Sanctuary Scheme is a survivor centred initiative which aims to make it possible for victim-survivors of DA to remain in their own homes, where it is safe for them to do so, where it is their choice, and where the perpetrator does not live in the accommodation.

**Move-on and / or second stage accommodation** – these are interchangeable terms for projects temporarily accommodating victim-survivors, including families who no longer need the intensive level of support provided in a refuge, but would still benefit from a lower level of DA specific support for a period before they move to fully independent and permanent accommodation. There is no expectation that every victim-survivor will require this. Many victim-survivors are ready to move straight to a permanent new home from refuge. However, move-on and/or second stage accommodation may be helpful in some cases. At the present time there are no reciprocal arrangements between districts across the county at the current time.

**Dispersed accommodation:**

- i. Safe (secure and dedicated to supporting victims of DA), self-contained accommodation with the same level of specialist DA support as provided within a refuge but which may be more suitable for victim-survivors who are unable to stay in a refuge with communal spaces due to complex support needs or for families with teenage sons for example.
- ii. Safe (secure and dedicated to supporting victim-survivors of DA), self-contained ‘semi-independent’ accommodation which is not within a refuge but with support for victim-survivors who may not require the intensive support offered through refuge and are still at risk of DA from their perpetrator(s).

**Other accommodation (other housing authority, registered charity etc.)** – i.e., a safe place with support. To give victim-survivors an opportunity to spend a temporary period to make decisions in an environment that is self-contained and safe. This would include access to wrap around support and specialist support for victims with complex needs (including mental health needs and substance misuse).

## Definition of types of support in safe accommodation

The statutory guidance (which can be found here: [Delivery of support in safe accommodation statutory guidance](#)) describes DA Support within Safe/relevant accommodation:

- Overall management of services within relevant safe accommodation – including capacity building, support and supervision of staff, payroll, financial and day-to-day management of services and maintaining relationships with the local authority (such functions will often be undertaken by a service manager).
- Support with the day-to-day running of the service – for example scheduling times for counselling sessions, group activities (such functions may often be undertaken by administrative or office staff).
- Advocacy support – development of personal safety plans, liaison with other services (for example, GPs and social workers, welfare benefit providers).
- DA prevention advice – support to assist victim-survivors to recognise the signs of controlling and coercive behaviour for example and to help them remain safe (including online), and to prevent re-victimisation.
- Specialist support for victim-survivors designed specifically for victim-survivors with relevant protected characteristics (including ‘by and for’), such as faith services, translators and interpreters, immigration advice, interpreters for victim-survivors

identifying as deaf and/or hard of hearing, and dedicated support for LGBTQ+ victim-survivors [not limited to].

- Services designed specifically for victim-survivors with additional and/or complex needs such as, mental health advice and support, drug and alcohol advice and support [not limited to], including sign posting accordingly.
- Children’s support – including play therapy, child advocacy or a specialist children worker (for example, a young people’s violence advisor, Independent Domestic Violence Advisor (“IDVA”) or outreach worker specialised in working with children).
- Housing-related support – providing housing-related advice and support, for example, securing a permanent home, rights to existing accommodation and advice on how to live safely and independently.
- Advice service – including financial and legal support, including accessing benefits, support into work and establishing independent financial arrangements.
- Counselling and therapy – (including group support) for both adults and children, including emotional support.

### 1.3 New Burdens Funding

The Ministry of Housing, Communities and Local Government (MHCLG) – now the Department of Levelling Up, Housing and Communities (DLUHC), committed a three-year settlement for the delivery of the Part 4 duty for both Tier 1 and Tier 2 authorities. Norfolk County Council and the district and borough councils across Norfolk each received additional funding and there may be the potential for this to be pooled in the future. For 2021/22 the amount is outlined in Table 1, along with details of how much each district and borough council has been allocated:

**Table 1:** MHCLG funding allocation to Local Authorities in Norfolk

LOCAL AUTHORITY	FUNDING ALLOCATION
Norfolk County Council	£1,806,177
Borough Council of King’s Lynn and West Norfolk	£32,863
Broadland District Council	£33,077
Breckland District Council	£31,450
Great Yarmouth Borough Council	£32,365
North Norfolk District Council	£32,138
Norwich City Council	£32,679
South Norfolk District Council	£33,335
<b>TOTAL</b>	<b>£2,034,084</b>

It is not clear whether the financial allocation awarded in 2021/22 will be the same each year and/or whether there is the opportunity for funding to be rolled over from one year to the next. However, both years 2 and 3 are tied to a Central Government spending review. As such these points will be considered when looking at financial planning.

### 1.4 Needs Assessment

DLUHC published clear guidance on the scope of the Needs Assessment – it is comprehensive including:

- Local population make up, including DA prevalence
- Safe accommodation mapping

- Identification of victim-survivors and referrals, including understanding their journeys into safe accommodation.
- Demand for, and barriers in accessing support within DA safe accommodation
- Housing options
- Victim-survivor experiences.

NODA were commissioned by Norfolk County Council to undertake the needs assessment. They gathered data at a national and local level including:

- Crime Survey data
- Multi-Agency Risk Assessment Conference (“MARAC”) data
- National police DA incident and crime data
- Local police crime data
- Housing/Homelessness Case Level Collection (“H-CLIC”) data
- Accommodation and support data
- Published research.

NODA identified the only data available is aggregated and recorded in isolation. Each piece of data can only be looked at independently of a service or organisation and there is a risk of duplication. **For data provided and analysed within the last three years, it is likely that Covid-19 has had an impact on services and service users.**

### The DA Needs Assessment key findings:

- In the year ending March 2020 there were 11,498 recorded DA crimes in Norfolk (a 19% increase on the previous year). Male survivors make up approximately a quarter of recorded DA crimes across all Norfolk districts
- Not all support providers record Gender of victim-survivors. Where a gender breakdown is available (6 services), most referrals are for females with an average of 122 per week, but there is an average of 34 referrals per week for males. Males make up 28% of all referrals to DA services that data is available for
- Great Yarmouth and Norwich had a higher rate of DA crimes per 1000 population compared to the other five local authority areas
- Local Police data (where age is recorded), identified age groups 25-34 followed by 19-24 are the highest across Norfolk
- Referrals for all forms of accommodation-based services for year ending March 2021 averaged 92 referrals per month
- There is an average of 26 referrals to refuge each week (Female only) but on average there are only 13 spaces available; demand therefore outstrips supply by 50%
- Children in refuges are younger (a sample showed the majority are under five), however support providers reported that children are older
- The data shows that on average the stay in a refuge is approximately 5 months, but support providers have told us it is approximately one year
- From a sample of 134 victim-survivors entering refuge, 72% achieved independent living on leaving the accommodation
- From a sample of those entering refuge, 47% had self-reported mental health issues
- Of the survivors leaving refuge in Norfolk during the 2020/2021 financial year:
  - 20% took up Registered Social Landlord tenancy
  - 19% moved to another refuge
  - 19% returned to their previous home. It is unknown if this is the same location as the perpetrator
- Reason for declined referrals are often recorded as ‘Other’ (68%) indicating potential improvements could be made in data recording; ‘No available room’ was the second most common reason for declined referrals (15%)
- The outcomes of declined referrals are mostly unknown (52%)
- 28% of all referrals are out of County (but this was skewed due to the restrictions relating to COVID-19)

The Needs Assessment also identified the following in relation to the number of victim-survivors who presented themselves as homeless.

**Table 2: Number of households owed a homelessness relief duty due to DA**

District	2018/19			2019/2020			2020/2021		
	Prevention	Relief	Total	Prevention	Relief	Total	Prevention	Relief	Total
Breckland	17	25	42	23	43	66	18	83	101
Broadland	7	18	25	14	20	34	1	7	8
Great Yarmouth	10	20	30	12	19	31	5	29	34
KL & and W.Nfk	2	32	34	-	-	-	8	29	37
North Norfolk	4	29	33	1	31	32	3	27	30
Norwich	100	60	160	64	61	125	25	47	72
South Norfolk	11	22	33	5	29	34	2	22	24
<b>Norfolk</b>	<b>151</b>	<b>206</b>	<b>357</b>	<b>119*</b>	<b>203*</b>	<b>322*</b>	<b>62</b>	<b>244</b>	<b>306</b>

Source: H-CLIC homelessness statistics – most recent years are officially recorded

\*Norfolk total excluded data from King’s Lynn and West Norfolk

The DA Accommodation Needs Assessment estimates that the current shortfall in bedspaces is 38.

There is known to be a cost nationally in relation to DA and this can be categorised into three areas:

- 1) Anticipation (expenditure on protective and preventative measures)
- 2) Consequence (property damage, physical and emotional harms, lost output, health, and victim-survivor services)
- 3) Response (police and criminal justice system)

**Table 3: Total costs of DA in England and Wales for 2016/17 (£ millions)**

Costs in Anticipation	Costs as a consequence				Costs in response				Total
	Physical and emotional harm	Lost output	Health services	Victim services	Police costs	Criminal legal	Civil legal	Other	
£6m	£47,287m	£14,098m	£2,333m	£724m	£1,257m	£336m	£140m	£11m	£66,192m

**Table 4: Unit costs of domestic abuse in England and Wales for 2016/17<sup>1</sup>**

Costs in Anticipation	Costs as a consequence				Costs in response				Total
	Physical and emotional harm	Lost output	Health services	Victim services	Police costs	Criminal legal	Civil legal	Other	
£5	£24,300	£7,245	£1,200	£370	£645	£170	£70	£5	£34,015

However, at the present time it is not possible to give the same level of detail at a local level.

## Gaps identified by the Needs Assessment

<sup>1</sup> Rounded to the nearest £5. The total figure may not sum because of this rounding.

NODA have identified the following gaps in intelligence and/or provision in relation to DA and our ability to determine the types of services that may be needed:

- There is no specific safe accommodation provision for male survivors but as there is an under-recording of demand, either in terms of support or use of safe accommodation, we are unable to determine the amount of safe accommodation that may be required for male victim-survivors.
- LGBTQ+ groups are poorly represented in the data and it is recognised that many providers did not routinely collect the data. However, data provided by one refuge provider reports that 94% of survivors self-identify as heterosexual or straight.
- Complex needs including mental health and/or drug and alcohol dependency are recognised as being an issue in DA survivors and refuge service providers do not routinely collect this data. It is acknowledged that not all support providers of refuge accommodation are able to support those with high and complex needs and such referrals are declined on this basis. There is no data available to be able to say where these survivors are then supported.
- There is little information available for child and adult victim-survivors of DA in relation to physical or mental health and learning disabilities both from local police data and accommodation service data. It is recognised that data is not routinely collected by service providers.
- Norfolk has an older population compared to England. National data from the crime survey only samples individuals up to the age of 75 so there is a potential that older age groups are under-reported in both local and national estimates.
- There is a lack of data and/or regular recording of the types and amount of support children receive because of DA, whether living in the community or within safe accommodation as often different services and/or providers can be involved. Data that is available is from ad hoc audits.
- There is a lack of data on support services offered to children that have had to enter refuge accommodation. Qualitatively, one provider reports the support needs of children can be varied and support provided can be limited and depends on the type of accommodation and its location.
- There is some understanding around the reason for repeat referrals to MARACs in Norfolk, but further research is required.
- Norfolk is a largely rural county. Current data is aggregated and varies in robustness; this being the case, it is not possible to determine if there is a high level of unmet need in terms of accommodation and support in rural areas compared to urban areas for example.
- It is recognised that many of the providers do not routinely collect some of the data that was requested as part of the Needs Assessment.
- Because data in relation to DA is not detailed enough, it is not possible to make any meaningful conclusions in relation to cost and evaluation either to the public purse and/or social return on investment.

It is also acknowledged in the Needs Assessment that the refuges are unlikely to meet the needs of all that may require safe accommodation including:

- Larger Families
- Males
- Families with several children (both male and female victim-survivors) including those with older male children
- Victim-survivors with specialist characteristics
- Victim-survivors with high complex needs e.g. mental health, drug and/or alcohol misuse
- Victim-survivors in recovery from addiction
- Not all the refuges can provide therapy or other forms of support for children (postcode lottery)
- Not all the refuges have self-contained units (some have shared facilities including

- bathrooms and kitchens for example).
- The cost of safe accommodation to a victim-survivor and whether this is a barrier in terms of accessibility.

Table 4: Key gaps in intelligence which will be improved in future:

Topic	Gap
Area	Parish/ward information is not available – if available it may show those where there is a prevalence and resources could be targeted. Such information would also provide urban/rural comparison Not enough is known about survivors seeking out of county refuge
Survivor info.	Improved data recording of LGBTQ+ as numbers are likely to be underrepresented Improved data recording of ethnically diverse communities as numbers are likely to be underrepresented Improved data recording of male victim-survivors Improved data recording of children as victim-survivors of DA Lack of data in relation to older people (75+) Lack of data in relation to MH/LD/PD (both adults and children) Lack of data in relation to outcomes for those unable to access a refuge place Lack of data in relation to those that have no recourse to public funds Consistent feedback on services from victim-survivors
Service Provision	Little is known about whether refuges are they fit for purpose (e.g. accessibility) Provision of services for older male children and children more generally Service provision is not just about those at high risk, we need to better understand how lower risk survivors are provided for (some people decide to stay with the perpetrator) Provision of support in refuge e.g., counselling, substance management support Provision of services for male victims – no specific refuges

#### In Summary:

- **Data around DA is limited and therefore the prevalence may be higher than that recorded.**
- **Because data is limited, we currently have little knowledge about:**
  - **Rural/urban divide or whether there is a postcode lottery where little support may be available**
  - **How accessible our support and accommodation are, including financial, those with protected characteristics, male victim-survivors and victim-survivors 75+**
  - **The pathway into support and/or safe accommodation including risk of homelessness and move-on accommodation**
  - **Perpetrator engagement and consideration of perpetrator housing options**
  - **The needs of children.**

The Needs Assessment highlighted several services available in Norfolk and Nationally that provide support in the community. However, data is not routinely collected or reported for all services to inform as to the quality of the services or how impactful. Support provided within safe accommodation is anecdotally well received by those that use it, but refuges are not audited and the level of data that is recorded is not in the detail that is sufficient to inform potential service improvements at the present time. The Needs Assessment has revealed what collectively we must do to improve the offer for victim-survivors and their

families. It has also highlighted some inconsistencies in the way agencies collect and record demand for services and safe accommodation.

## Voices of victim-survivors

As identified in the Needs Assessment, there is a gap in relation to hearing about what victim-survivors say about support in safe accommodation in Norfolk.

Although it is outlined in our delivery plan that we will be working on designing a future framework to improve our engagement with victim-survivors, we have undertaken a small survey to ensure that some voices are heard within this strategy.

A smart survey of 11 questions was made available on-line for a period of 3 weeks. 22 survey responses were received.

The survey questions and responses are included in Appendix 4.

Some victim-survivors said the following about their experiences:

*“It helped me realise (sadly) that I wasn’t alone and gave me that wider support network”*

*“I’d be lost without the help I’ve finally received. It’s helped me manage life and realise that things are not my fault.”*

*“just because the abuse wasn’t physical it was still terrifying”*

*“You don’t know who to trust, and sadly, you don’t know if you will be believed due to the perpetrators gaslighting and abuse over the years. You’re made to feel as if you are crazy and can’t look after your children. I find lack of knowledge and education around domestic abuse from other professionals is a huge barrier in getting the support you need”.*

In relation to services in Norfolk some of the comments received highlight:

*“I found it hard getting help because my life was in Norfolk and I didn’t want to move to another area so stayed with my sister in Suffolk which then made it hard to get help and support. I also found it hard to get the help and support for my children, as when we did move back to Norfolk, we lived the wrong side to get them the help they needed.”*

*“It would [have] been helpful for me to be accommodated in a local refuge rather than being advised this wasn’t possible for safety reasons and that I needed to go out of county which I couldn’t do because of the children’s school.”*

This mirrors some of the findings in the Needs Assessment which shows there is an inconsistency in the services that are provided across Norfolk.

# What will this Support in Safe Accommodation strategy achieve?

# 2



## 2.1 What services are there in Norfolk (including those from out of the County) for victim-survivors of DA?

22% of all crime reported to Norfolk Constabulary is DA related and reports have been increasing annually, including through the pandemic. During the pandemic DA support services experienced an increase in demand during the lockdown and that victim-survivors faced difficulties in safely seeking support under these conditions. A significant amount of DA remains unreported, with estimates suggesting 5.5% of adults in England and Wales aged 16 to 74 years experienced DA in the last year<sup>2</sup>.

Norfolk has 7 refuges, one in each district. These refuges combined have 54 bed spaces but can only accommodate female victim-survivors. The accommodation is a mix of self-contained and communal accommodation and is available to all residents within Norfolk and out of the county. The refuges are owned by 4 housing associations/Registered Providers (RPs).

Norfolk County Council has funded support in the refuges for many years and these are commissioned with 2 providers, Leeway and Orwell. These contracts are in the process of being extended until March 2023 (and as part of the ongoing improvement plan outlined in this strategy, any renewal will be based on our Needs Assessment at that time). Support can include:

- DA Advocacy
- Practical and emotional advice and support
- Housing options advice, re-settlement support including advice on how to live safely and independently (move-on)
- Counselling and therapy for adult and child victim-survivors (in some refuges)
- Dedicated specialist support for children (in some refuges).

Further details of the refuges including wheelchair accessibility is included in Appendix 5.

In addition to the seven refuges there are two safe houses (Norwich and North Norfolk) and one safe house due to be leased shortly in King's Lynn. These safe houses are leased by Leeway and rely on rental income, sometimes provided through the benefit system. The King's Lynn safe house has also received some funding for an additional support worker. Further information in relation to the safe houses can be found in Appendix 6.

Covid funding provided temporary spot accommodation provided by Leeway, but this funding ended in November 2021. The funding enabled 49 victim-survivors (including 1 male victim-survivor) and 54 children to be accommodated (July 2020 - August 2021). The type of accommodation being provided through this route are hotels, bed and breakfast accommodation, or self-contained or shared houses acquired by Leeway. Leeway can also provide short term emergency accommodation for victim-survivors with no recourse to public funds but the funding of this ends in February 2022.

DA support in the community is available to those not living in DA accommodation and can be accessed through several organisations across Norfolk. These are:

- **Leeway DA & Violence Service** – For women and children. Support includes refuges, community services, outreach services, power to change programmes, IDVAs.
- **The Pandora Project** – a women's centre (King's Lynn), children's services, group programmes, LGBTQ support.
- **South Norfolk Early Help/Orwell** – includes housing support, debt advice, mental health and support plans.

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<sup>2</sup> [Domestic abuse in England and Wales overview - Office for National Statistics \(ons.gov.uk\)](https://www.ons.gov.uk/domestic-abuse-in-england-and-wales-overview)

- **Daisy Programme** – support men and women in the Breckland area with courses and counselling.
- **One Voice Traveller** – support Gypsy Traveller and Roma Communities across East Anglia.
- **Restitute** – specialist support service for those who care for survivors of sexual or violent crime.
- **Sue Lambert Trust** – support for victim-survivors of sexual and/or DA
- **Norfolk Community Law Services** – legal advice for victim-survivors.

The organisations listed above provide different services but can include:

- Support for females only, female, and male and some 3<sup>rd</sup> party (e.g., parents, grandparents) and child on parent violent programmes.
- Advice lines (some 24-hr support) and some are for Male advice lines staffed by specialist male workers.
- Women’s outreach service
- Face to face support and counselling
- Residential services including emergency accommodation for females only, short term emergency accommodation for people with no recourse to public funds.
- Therapeutic support, peer mentoring, recovery groups and courses such as the Freedom Programme and My Confidence.

The DA Act classifies any child who “sees or hears, or experiences the effects of the abuse” as a victim of DA. Although specific support for children is not available in all safe accommodation currently, support can be sought for any child or young person in Norfolk through a dedicated emotional health pathway where they can receive low-level emotional health need support of around 6-8 sessions of resilience- based work; if needed the Team are able to refer on to more appropriate onward support. All referrals to the Emotional Health Pathway are made through [Just One Norfolk](#). There is also a plan to develop a one-single referral route for children and young people with mental health needs, but this is unlikely to begin until Autumn 2022.

Norfolk County Council also provides the Community, Information and Learning Service which offers the following within local communities:

- Help for both short- and long-term help in relation to financial support, rent support and referral to wider support services. The digital inclusion offer specifically references those fleeing DA to ensure victim-survivors are digitally included.
- The Digital Team in Customer Services provide web offer comprising information, advice and signposting online for those affected by or wanting to know more about DA.
- All staff in library settings are trained in safeguarding and part of the Early Help Hubs offer is to local refuges to promote family activities and ensure digital inclusion. Staff can identify need through open conversations and can refer to the Norfolk Community Advice Network (NCAN).

In addition to this there are national DA support services such as Mankind, GALOP, Age UK and many more.

**If you need help in relation to DA please refer to Appendix 7.**

In terms of DA training in Norfolk there is the DA Change Champions training (“The Champion Training”) that is currently administered by Norfolk County Council. The Champion Training is available to any organisation that wants to improve their response to DA, this course is in line with level 3 the Social Care learning pathway. There is also the opportunity to top this up with additional training such as DA, Stalking and Harassment (“DASH”) Refresher’ and a new course ‘Understanding the Domestic Abuse Act 2021’.

The Champion network aims to enhance knowledge in frontline organisation, therefore reducing risk of serious harm in the belief that such training will decrease the human and organisational cost

if risk is identified and managed early. Champions are supported by DA change coordinators who provide opportunities for Champions to network, increase good practice knowledge, be kept up to date with information to take back to their organisations and provide specialist advice to Champions. The Champion Training Network will shortly transfer to the new Norfolk Integrated Domestic Abuse Service (NIDAS).

Social workers have a critical role to play in not only identifying signs of DA but being confident in their response to it. Within Norfolk County Council practitioners have access to various training opportunities such as DASH Risk Assessment training, Safeguarding Courses and Safeguarding Development Sessions such as 'Domestic Abuse and Older People'.

There is also a shorter 'Understanding DA' course for organisations (including for internal staff), this is level 2 on the pathway. In development for all County Council staff is a level 1 course that will be available online.

Some DA support providers such as Leeway do offer training for a fee. Currently there are no districts or housing providers with DA Housing Alliance's accreditation (DAHA).

Since August 2021 two provider events have been held and another will be held in February 2022. These events highlight the work being undertaken to ensure providers of DA accommodation and support could assist in the shaping and onward delivery of this strategy as well as helping us to continue to engage with victim-survivors to help shape this strategy. An overview of the findings of the engagement is included in Appendix 8. But the following key points were made:

- A priority for providers was an increase in flexible accommodation
- It was generally agreed that the Needs Assessment was a good start, but there were significant gaps in relation to those with protected characteristics. It was noted there appeared to be a lack of emotional/psychological understanding and represented factual (quantitative) data – it was missing the voice of the victim-survivor.
- Most providers wished for further events to be held (perhaps quarterly)
- Greater consideration of victim-survivors with more complex needs and those that wished to remain at home close to support networks.
- More needed to be considered in relation to those who do not progress beyond a referral.
- The Needs Assessment does not capture what longer term support is required (outreach).
- Solutions to some points included:
  - A Norfolk wide pledge in relation to DA
  - Robust staff training
  - Raising awareness of DA in the community
  - DAHA accreditation
  - Satellite accommodation service
  - Mentor programme
  - Additional services for children in terms of specific therapeutic support
  - More bespoke services for victim-survivors with complex mental health needs.
  - Transitional support when moving on from safe accommodation
  - Different methods for victim-survivors to participate in engagement.

In terms of what can be accessed and used by residents of Norfolk in neighbouring authorities such as Cambridgeshire, Suffolk and Lincolnshire these are as follows:

- Cambridge (with Peterborough) has 4 refuges all of which are for women and children
- Suffolk commission 3 separate refuge accommodation providers offering communal living in locations across the county (31 spaces in total). Suffolk also commissions several satellite units which provides flexible accommodation for victim-survivors who are male and/or those with mental health and/or substance dependency needs – where communal refuge is not always suitable.

- Lincolnshire – At this time it has not been possible to establish the level of safe accommodation provision in the Lincoln County Council’s area.

## 2.2 Service achievements in Norfolk

Norfolk now has a Single Point of Contact – NIDAS, so that those who need to can be offered advice and guidance in relation to their options – **Any victim-survivor or professional can call NIDAS to seek advice and support in Norfolk.**

The new service is commissioned by the Office of the Police and Crime Commissioner Norfolk (“OPCCN”) and is partly funded by Norfolk County Council (Adults and Children’s Services), Norwich City Council, Broadland District Council and South Norfolk District Council. means the following assistance is provided:

**A range of support to all victim-survivors over the age of 16, at all levels of risk. NIDAS can support people living within their own home through:**

- A helpline / single point of contact for anyone requiring advice and support
- Multi-agency partnership working
- Digital support
- Signposting to other community support networks
- Contact with trauma informed person centered, trained and skilled staff
- Specialist support around stalking
- Sanctuary support for high-risk victims
- Support to access safe accommodation including refuge and satellite accommodation
- Improved community response through dedicated coordinator.

NIDAS ensures that the referral pathway for victim-survivors of DA is improved as previously there have been many different routes to seek advice; Norfolk will now have a single point of access for all needs. NIDAS will also be able to provide a Norfolk-wide service for medium and high-risk victims, direct support for children (parent supported by IDVA), a dedicated IDVA resource in help hubs for districts who are funding partners, management and development of the Norfolk DA Champion network and enable direct access to recovery Adolescent to Parent Violence and Abuse (“APVA”) programme for funding partner districts only. NIDAS will also need to engage with Mental Health Social work and other Adult Social Service teams. NIDAS will ensure an improved service to male victim-survivors and those with protected characteristics. Through a single referral pathway, it will provide help and support that is more widely accessible across Norfolk ending the postcode lottery.

97% of Norfolk schools and colleges are currently signed up to the Operation Encompass scheme. Norwich has the highest proportion of notifications across the county. To find out more about Operation Encompass please click on this link: [Operation Encompass](#)

To ensure victim-survivors can move on from safe accommodation and have their housing needs highlighted as a priority, the districts have been drafting an Accommodation Protocol which will mean that all councils will be able to offer victim-survivors a homeless priority that is consistent across Norfolk and providing the ability for people to move-on from safe accommodation into permanent homes.

## Multi Agency Delivery and Partnership Approach

Norfolk has strong partnership arrangements in place to share information and develop joint plans – For example the MARAC is an integral part of the Coordinated Community Response model to DA in Norfolk. It is linked to the Independent Domestic Violence Advocacy (IDVA) service and the Specialist Domestic Violence Court (SDVC).

The main aim of the MARAC is to reduce the risk of serious harm or homicide for a victim and their families and to increase the safety, health, and wellbeing of victims. In a MARAC local agency will discuss the highest risk victims of DA in their area. Information about the risks faced by those victims and the actions needed to ensure safety. The resources available locally are shared and used to create a risk management plan involving all agencies.

Norfolk County Councils' Children's Services provide a range of support to families to recognise and respond to the early signs of DA and provide support to families in need. This includes support by the Early Help team to facilitate and respond to disclosures of DA. There is also the expansion of the DA Team in Children's Services and the development of multi-disciplinary teams (DA Social Workers, Mental Health and Drug and Alcohol services) to better support families where DA is occurring. These teams will need to draw on/in with Adult Mental Health Social work and other Adult services.

Norfolk County Council Adult Social Services – As part of the Homelessness and Capital Housing Team, the Service has a commitment to ensuring that alongside Children's Services there is a commitment to ensuring that victim-survivors of DA have the right accommodation and level of support that is needed. The Team has commissioned the Needs Assessment and recently appointed a DA Commissioning Manager to oversee the implementation of the Support in Safe Accommodation Strategy for Norfolk and the Tier 1 duties under the Act. The Team works closely with all partners of the DASVG and leads on the NDAPB.

Domestic Abuse Perpetrator Partnership Approach ("DAPPA") - is a new approach in Norfolk, led by Norfolk Constabulary and supported by OPCCN. DAPPA is a multi-agency approach to addressing DA within Norfolk, managing perpetrators of DA and thereby protecting the most vulnerable victims. DAPPA will identify perpetrators who present the most serious or repeated risk of harm and these cases are discussed at monthly partnership meetings for ongoing management. DAPPA will seek to develop robust multi-agency risk management plans around perpetrators using a problem-solving approach with a full menu of tactical options. It will feature two pathways – those that are adopted onto the diversion pathway, including intensive targeted support, and those that are adopted onto the pursue pathway.

Key agencies in Norfolk use existing duties and powers to hold perpetrators to account - Norfolk Police and other criminal justice agencies deploy a range of tools and powers, which includes but is not limited to DA Protection Orders and Notices, Non-Molestation Orders, Integrated Offender Management, and promotion of Clare's Law (DA Disclosure Scheme). By deploying these duties, victim- survivors can be supported to remain in their own homes.

Norfolk Safeguarding Adult Board and Norfolk Safeguarding Children Partnership are the formal arrangements which bring together statutory agencies such as Norfolk County Council, Police and Health and non-statutory organisations to actively promote effective working relationships between different organisations and professional groups to address the issues of abuse and harm.

Norfolk has strong partnership arrangements in place to share information and develop joint plans to protect victim-survivors and to manage and monitor perpetrators – MARACs are held regularly in Norfolk, to reduce the risk of serious harm or homicide for a victim and to increase safety, health and wellbeing of victims, both adults and children. In MARAC local agencies will meet to discuss the highest risk victims of DA in their area. Information about the risks faced by those victims, the actions needed to maximise safety, and the resources available locally are shared and used to create a risk management plan involving all agencies. Agreed actions can include a range of measures such as police surveillance, alarms/CCTV being fitted, Clare's Law disclosure, Children's services referral, child contact/care plans provision, management of perpetrator and joint visits to engage with victim. Agencies will report to the MARAC Co-ordinator when these are completed.

Department of Work and Pensions (DWP) - The DWP continues to work with local partnerships (such as NDAPB) and organisations across Norfolk to ensure vulnerable people are supported. The DWP can help victim-survivors of DA by providing safe spaces in Jobcentres, signpost to local experts and support networks. DWP can suspend any work-related requirements for 13 weeks and can extend this period if required. DWP can also support victim-survivors by helping them to open a new Universal Credit claim and provide guidance on eligibility for a DWP Universal Credit Advance for a new claim, benefit transfer or a change of circumstance.

## 2.3 What commissioning intentions will Norfolk make to meet the gaps identified and improve DA services?

Reflecting the outcome of the Needs Assessment the following key areas will address the gaps identified:

- 1. Increase the amount and flexibility of safe accommodation:** As identified by the Needs Assessment there is an unmet need for safe accommodation of 38 bedspaces in Norfolk. Flexible accommodation options with support that can meet the differing needs of all victim-survivors, those with children (including older male children) and those with protected characteristics and victim-survivors with more complex needs.
- 2. Improve engagement with victim-survivors of DA:** The Needs Assessment has identified a gap in relation to how Norfolk works to improve their DA services. It is vital that we hear an authentic voice from all members of our different communities who are victim-survivors of DA.

3. **Improve the quality of support and safe accommodation:** Ensure that accommodation and support in safe accommodation is of the same quality and standard across Norfolk and the monitoring and engagement with victim-survivors encourages quality improvement.

4. **Support children in safe accommodation:** The Needs Assessment shows that therapeutic support etc., is not available in all safe accommodation currently, and this needs to be levelled up across Norfolk. Any new safe accommodation will provide such support to children in the future.

5. **Improved intelligence:** The Needs Assessment identifies that the data used is often aggregated and there is risk of duplication. Data needs to be improved to better understand the level of prevalence and demand especially in relation to male victim-survivors, children, those who are 75+ and those with protected characteristics. There is also the need to better understand the demand from victim-survivors having their demands met outside of the County, and who may wish to return to Norfolk, and those seeking refuge from outside of the County. Other gaps include our understanding of affordability and whether this is a barrier to safe accommodation.

Our commissioning intentions to implement the above improvements are considered in the delivery plan on page 28.

The Needs Assessment identified and made recommendations that are not covered within this Support in Safe Accommodation Strategy for Norfolk as this is a specific response to Part 4 of the Act. It is the intention of Norfolk County Council to ensure that the DASVG Strategy encompasses the approach to:

- Prevention and Reduction of DA
- Responding to perpetrators
- Sanctuary accommodation
- Homelessness in relation to DA
- Use of temporary accommodation
- Move-on accommodation (permanent as a priority and step-down temporary accommodation if that is the best option for the victim-survivor).
- Increase referral rates from partner organisations to MARAC.

## 2.4 Delivery Plan – We Will

Action No.	What we will do	How will we do it:	How will we monitor improvement (indicators of improvement)?	How much will it cost (New Burdens funding or otherwise)?	When are we planning to do it?	
<b>Increase the amount of safe flexible accommodation with appropriate support</b>						
1	Continue to support the provision of support in refuge accommodation and safe accommodation in Norfolk.	Extend existing contracts to align with priorities identified in this strategy.	Existing and improved KPIs.	£590,000	ongoing	
2	Work with RPs, Districts and Homes England to investigate opportunities to deliver more (flexible) accommodation and involving support providers. This could be through re-purposing of existing buildings, leases for spot-purchase or new-build refuges.	Work with partners to set up a strategic housing partnership group to consider DA accommodation and establish how that will be delivered.	38 <sup>3</sup> additional bedspaces required - ideas that result in more flexible approaches to DA accommodation to meet data demand led intelligence.	New Burden's funding cannot be used for capital. Work with RPs and Homes England and work with NCC. Estimate Support per unit c. £11k p.a. – this will increase as needs of young people and children are considered. Total approximately £418,000 (once 38 units + increase once inflation is known).	Year 1	Instigate Development group
					Year 2	16+ additional bedspaces
					Year 3	22+ additional bedspaces
4 <sup>3</sup>	Pilot a satellite accommodation offer.	Explore safe satellite accommodation in areas of demand and limited supply.	Flexible accommodation to meet all needs especially those of males and those with protected characteristics including older people	Leases to be paid by rental income –support through New Burdens funding, Considered £110,000 p.a.(once an additional 10 units achieved (+ this may increase once inflation is known))	Year 1	4 units
					Year 2	3
					Year 3	3
4	Approach the 4 RPs who own existing refuge a/c to look at whether modifications can be made to increase PD accessibility.	Support and champion the need for accessible accommodation.	Additional units accessible to those with a physical disability – meetings to be held quarterly with RPS	Work with districts and RPs in terms of a joint approach to funding adaptations that cannot be funded as DFGs.	It is envisaged 1-2 units of existing accommodation could be adapted to meet wheelchair compliance.	

<sup>3</sup> Please note that in the draft copy of this strategy it cited 26-36 bedspaces, but the Needs Assessment was updated to reflect new data which identified a more accurate and slightly higher number – 38 bedspaces.

Action no.	What we will do (The points below are either in draft, in planning and not agreed or possibilities)	How will we do it:	How will we monitor improvement (indicators of improvement)?	How much will it cost (New Burdens funding or otherwise)?	When are we planning to do it?	
5	Accommodation and support for those who have no recourse to public fund.	Continue to work with Norfolk's People from Abroad Team, Childrens Services and Central Government to ensure that victims of DA can access and receive advice and support.	Implement monitoring of numbers approaching existing services including the People from Abroad Team.	N/A	Year 3 – Ambition To identify adequate funding for refuge/specialist accommodation provision to enable people with no recourse to public funds who are fleeing DA can access a place of safety where they can be supported to access legal advice and establish a sustainable outcome to their situation of destitution.	
6 41	Ensure that accommodation can meet needs that may arise from out of County.	Improve our engagement with bordering Tier 1 authorities through existing regional networks.	Out of county recording will be improved so that any requirement is demand driven.	Administrative in terms of engagement. Any additional capacity needing to be funded will be sought as part of a forward strategy or refresh of delivery plan.	Year 1	Networking/engage
					Year 2	Improved data
					Year 3	Strategic direction on need/response included in future strategy.
7	Employment of additional support workers to assist in linking move-on from refuge or other temporary accommodation with target hardening measures installed (Sanctuary schemes).	Fund specific posts across existing safe accommodation network to link with NIDAS service – through LHAs or DA providers.	Increase in throughput of victims in safe accommodation moving to secure, permanent accommodation.	£100,000	Year 2	
8	Where new provision is about to be provided enable the necessary support to be provided (e.g. new safe accommodation in King's Lynn).	Work with providers that are involved at a local level providing level of funding required is within procurement guidelines.	We will set-up as part of the contractual requirements and with input from NODA a data intelligence gathering framework with KPIs that clearly identify the impact of any pilot for example.	Planned £50,000 (Year 1 and 2) and further £25,000 for Year 3) currently for King's Lynn and West Norfolk if agreed.	Asap	Year 1

Action no.	What we will do (The points below are either in draft, in planning and not agreed or possibilities)	How will we do it:	How will we monitor improvement (indicators of improvement)?	How much will it cost (New Burdens funding or otherwise)?	When are we planning to do it?	
9	Increase in refuge capacity by improving access to permanent accommodation.	Accommodation protocol that prioritises the need for move-on accommodation for victim-survivors of DA.	Endorsement by all districts and housing providers..	Resource intensive but unlikely to impact on funding as such.	Year 1	Draft protocol
					Year 2	Endorsement and implementation
					Year 3	Monitoring: <ul style="list-style-type: none"> <li>• decrease in length of stay</li> <li>• increase move-on specifically to social housing.</li> </ul>
<b>Improve engagement with victim-survivors of DA</b>						
10	Raise awareness of DA across the county through sustained and consistent DA messaging.	Develop a comprehensive, targeted, rolling communications and marketing plan as part of the DASVG strategy.	Our community is aware of DA, its impact and where to seek help and rejects social acceptance of DA.	Zero cost – linkage and join up with OPCC, LHAs, Community providers and NCC.	Years 1-3.	
42	Better understand people's experience (inc. those with protected characteristics, NRPF, male & children as victim-survivors) of accessing/using DA support services & safe accommodation in Norfolk.	Develop a victim-survivor engagement framework that can help shape and co-produce new services, improve existing services and such engagement is sustained.	Commission an investigative piece of work that focused on hearing the voices of victim-survivors (Experts by Experience Group).	£30,000 New Burden's Funding.	Initial scoping exercise by 5.1.22 and Year 1. Framework designed and co-produced Year 2.	
<b>Improve the quality of support and safe accommodation</b>						
12	Housing providers and district housing teams to gain DAHA accreditation status.	Positive engagement and commitment to a grant agreement that supports partners to achieve affiliation/accreditation.	The Domestic Abuse Housing Alliance who undertakes the process monitoring improvements made.	New Burden's Funding approximately £91,000 to fund up to March 2024.	We are already working with Standing Together and ensuring that partners have the staff resourcing to commit to the process of working towards affiliation/accreditation.	

Action no.	What we will do (The points below are either in draft, in planning and not agreed or possibilities)	How will we do it:	How will we monitor improvement (indicators of improvement)?	How much will it cost (New Burdens funding or otherwise)?	When are we planning to do it?
13	Work with NCC Integrated Quality Service to develop a QA framework for Safe Accommodation.	NCC Integrated Quality lead developing QA Programme for Safe accommodation.	Quality indicators collated and reported to NDAPB – areas of concern acted upon (including any reference to children Action 17).	£43,800 (Year 1 – 2) approximation only and may be required for Year 3.	Year 1 design Year 2 – 3 – projection for a p/t post required.
14	Develop a set of measures that will be able to monitor the impact of this and the DASVG strategy.	Victim voice membership on the NDAPB – development of a countywide approach to victim-survivor feedback.	Annual survey and victim/survivor feedback – annual conference.	Existing staff resource.	Year 1 – on going.
15 43	There is a question as to whether refuge staff also require therapeutic support services.	Reinforce existing support measures in place in employment contracts.	Feedback from safe accommodation staff through QAF process.	Potential to include survey of providers to seek evidence of whether sufficient support to staff is currently being met. If not this may increase current funding of commissioned services within safe accommodation in the future.	Year 1 ongoing.
<b>Improve support for children in safe accommodation</b>					
16	Provide therapeutic play support in all refuges and the ability to access such support from other forms of safe accommodation. What may be needed is psychological trained mental health practitioners.	Build on support available to children and young people in existing, safe accommodation  Develop specification with providers and victim/survivors and implement in all new safe accommodation.	Standard KPIs and QAF.	Number of young people/children in safe accommodation varies so commissioning model will need to be flexible – current estimates £130,000 p.a. (based on £5,000). Year 1 (January-March) = £34,000.	Year 1 ongoing – please note that the amount is for existing accommodation, however we are looking to increase our safe accommodation by 38 units and the number of children may vary of children than the current average may need be supported = a maximum of £95,000 pa additional to £130,000 pa = £225,000 approximation.
17	Improved understanding of those with children that have no recourse to public funds.	As part of the overarching work on NRPF (Action 5 above).	Refer to Action 5.	Refer to Action 5.	Refer to Action 5.

Action no.	What we will do (The points below are either in draft, in planning and not agreed or possibilities)	How will we do it:	How will we monitor improvement (indicators of improvement)?	How much will it cost (New Burdens funding or otherwise)?	When are we planning to do it?
18	Ensure that as part of the involvement of NCC Integrated Quality Service auditing that children as part of safeguarding are included within the PAMMs approach or any other method used.	As part of the overarching piece on quality assurance in safe accommodation (refer to Action 13).	Refer to Action 13..	Refer to Action 13	Refer to Action 13.
19	Bespoke support for young people aged 16+ fleeing DA in their own right.	Ensure safe accommodation specification encompasses those who are 16+.	Increase in intelligence as part of the ongoing requirement for NODA to refresh Needs Assessment.	Part of existing specification no additional cost.	Y1 – Y2 refresh
20	Legal assistance for those going through the court process.	Future ambition that may be identified as a requirement following engagement with victim-survivors.	To be evidenced.	Not known currently.	Not known currently.
44	<b>Improved intelligence</b>				
21	NODA to implement improvements to data capture and recording of the Accommodation Needs Assessment	Commission NODA to accomplish.	Evidence available	£4,000 p.a.	Y2 – Y3 (refresh and renewal of Needs Assessment)
22	NODA to work with Healthwatch to improve access to health data.	Commission NODA to accomplish.	Evidence available.	As above.	Y2 – Y3 (refresh and renewal of Needs Assessment).
<b>Health</b>					
23	Support the development of a contemporary dual diagnosis strategy.	Ensure involvement of Domestic Abuse Commissioning Manager	Overview only	Part of work under separate directorate	Planned but no fixed timescale as far as is currently known.
24	Links to homelessness.	Norfolk Strategic Housing Partnership is already established. LHAs are part of the NDAPB.	Ensure DA is included as part of Homelessness Action Planning.	Currently no implications, but Action Plan work may identify need for a gap to be met in this area.	May result in future priority.

Action no.	What we will do (The points below are either in draft, in planning and not agreed or possibilities)	How will we do it:	How will we monitor improvement (indicators of improvement)?	How much will it cost (New Burdens funding or otherwise)?	When are we planning to do it?
25	Drugs and Alcohol	Work with Public Health to ensure that service commissioning factors in the additional vulnerability and risk that accompanies DA	This will be part of the NODA refresh of Needs Analysis	Included in Action 20	Included in Action 20
26	Therapeutic support for those with MH illness (more bespoke service) for Adults (children included in Action 16)	Continued work with CCG and health colleagues to ensure synergy and join up with health provided services	Included in Action 16	Included in Action 16	Included in Action 16
27	Improved understanding of those with protected characteristics (e.g. Learning Difficulties, MH) and also older people	Improved intelligence of work being undertaken by NODA and engagement work being undertaken by NESTA	This will be part of the NODA refresh of Needs Analysis and improved engagement through framework design and co-production by NESTA.	Included in Action 11 and 20	Included in Action 11 and Action 20

## 2.5 Our ambition

Our future ambition will be determined by engagement with DA support and accommodation providers as well as engagement under our emerging framework with victim-survivors.

**Norfolk develops a model of satellite refuge / safe accommodation across Norfolk to address current gaps which can be sustained and increased if needed over time. The accommodation will be:**

- **Open to male and female, LGBTQ+ victim-survivors over the age of 16 and their children. Ensure accessibility to ethnically diverse communities.**
- **Open to Norfolk and non-Norfolk residents as per requirements of the Act**
- **Self-contained**
- **Single gender accommodation**
- **Of varying sizes to accommodate families with multiple children**
- **Accessible for individuals with a disability and/or for older victim-survivors**
- **Include pet friendly accommodation (a proportion of units will welcome pets)**
- **Compliant with minimum standards (include white goods, curtains, beds etc.)**
- **Accessible to amenities and public transport**
- **Accessible due to affordability**

**Sanctuary Scheme provision is widened and victim-survivors where they wish can remain safely in their own home. At present we understand that adaptations are usually carried out by workmen and we would like to find a way to train victim-survivors of DA to become handy people that can assist in the Sanctuary Scheme but also provide paid help as handy person service in the future.**

**Victim-survivors of DA routinely present as homeless to district and borough housing teams and are housed in temporary accommodation. Victim-survivors of DA are considered a priority for accommodation and their need for temporary and / or permanent accommodation. The temporary accommodation provided would not meet the Act's definition of "Safe Accommodation". It is not dedicated to DA victim-survivors however, victim-survivors would be able to access DA support from NIDAS.**

**Norfolk residents can access refuge provision including out of county preferably via a single point of access. By doing so there is the ability to record data which is currently missing from our Assessment.**

**Norfolk will ensure that responsive and effective DA Support is delivered alongside safe accommodation, which will include:**

**Provision of specialist support to address specific needs, this includes but is not limited to:**

- Male victim-survivors
- Female Genital Mutilation and/or modern-day slavery
- Victim-survivors who have No Recourse to Public Funds
- Victim-survivors who are older (over the age of 65)
- Victim-survivors with a disability
- Victim-survivors from the Gypsy and Traveller communities
- Victim-survivors who identify themselves as LGBTQ+
- Victim-survivors with LD (including children)
- Victim-survivors who are younger (16-21)
- Victim-survivors who have experienced honour-based violence, faith-based abuse, modern day slavery and exploitation, Forced Marriage and / or harmful practices.
- Victim-survivors who have drug and / or alcohol dependencies
- Victim-survivors with Mental Health needs
- Victim-survivors with experience of homelessness and rough sleeping
- Victim-survivors who are carers or the cared for
- Victim-survivors of child to parent DA.

**Norfolk will ensure that all victim-survivors of DA in social housing** - are provided with a secure lifetime tenancy as required under the Act (where tenancy has been granted). We will work close with RPs and Tier 2 authorities through the progression of the Accommodation Protocol.

**Update/reinstate the Dual Diagnosis policy and strategy** – Support the development of a Dual Diagnosis strategy and of more accessible Dual Diagnosis services. The lack of a contemporary strategy and services to support people who have serious mental health acuity and who may also be struggling with alcohol / substance dependency, is reported as a gap by several providers for people experiencing or perpetrating DA, plus wider needs cohorts including rough sleepers.

**Specialist advice is gained to support victim-survivors** in relation to No Recourse to Public Funds (NRFP), honour-based violence, FGM, modern slavery, forced marriage and faith-based abuse.

**Norfolk will work with neighbouring local authorities** to consider options to jointly commission safe accommodation and support Services where appropriate.

# 3



## 3.1 Successful delivery of the Support in Safe Accommodation Strategy for Norfolk

The NDAPB will develop further a set of measures that will be able to monitor the impact of the strategy, and this is included as an action in the delivery plan. The Needs Assessment is refreshed annually, and any changes will be reflected in the strategy which will be reviewed quarterly by the Norfolk DASVG Board as the overseer of progress. By doing this Norfolk will be able to make changes based on the needs that have been identified and from the involvement and coproduction of victim-survivors of DA under the new engagement framework. This will ensure that our short-term and longer-term goals are reviewed and where still applicable, implemented.

A joint financial plan will be developed and agreed via the DASVG Board in relation to the New Burdens Funding across the County. This will be spent on “safe accommodation” and accompanying DA support. This will be annually refreshed and may include options to pool resources.

Norfolk will continue to raise awareness of DA and communicate the safe accommodation and the broader DA offer to residents of Norfolk. This will be published as part of the new communications plan that is included in the delivery plan objectives.

Norfolk will monitor progress of the delivery plan so that the strategy intentions can be report to DASVG on a quarterly basis and a more formalised set of measures will be agreed by the Board to measure the impact of the strategy.

### 3.2 Norfolk will know the strategy has made an impact when:

**The following points would indicate that the commissioning intentions are achieving their objectives:**

- Additional bedspaces are available, and capacity has increased
- Fewer victim-survivors are refused refuge
- There is more diversity and flexibility in the type of safe accommodation
- The safe accommodation is provided in areas of greatest need
- The length of stay in a refuge has decreased because there is greater access to social housing
- The ‘revolving door’ of DA reduces because the support provided to adults ensures victim-survivors recover and can live independently
- There is the right support available to children, so they are not exposed to witnessing violence which can impact their development and understanding of healthy relationships into adulthood<sup>4</sup>.
- The voices of victim-survivors are heard, and they know what they say will help improve DA services through actions
- Those that wish to stay in their own home are safe to do so

We do however acknowledge that along the way there could be barriers to our success such as:

- Lack of funding where Providers & victim-survivors believe priority should be made
- COVID-19 impacts
- Lack of support staff
- There are barriers to implementing the type of system changes required in relation to Data collation – perhaps because of GDPR for example.
- Government Policy changes.

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<sup>4</sup> Domestic violence and abuse – the impact on children and adolescents: Royal College of Psychiatrists [link to article](#)

# ACKNOWLEDGEMENTS

# 4



# Acknowledgements

We would like to thank our partners, specifically the OPCCN, and our Tier 2 authorities: Breckland District Council; Broadland District Council; Great Yarmouth Borough Council; the Borough Council of King's Lynn and West Norfolk; North Norfolk District Council; Norwich City Council and South Norfolk District Council. We are also most grateful for the advice and involvement of DA accommodation and support providers alongside the victim-survivors of DA across Norfolk who gave their time to add their voice to help shape the direction and content of this strategy. We also acknowledge the helpful advice from other Tier 1 authorities and also the Local Government Association.

We know Norfolk has more to do in hearing the voices of victim-survivors and their families – it is not just about them telling us their story, we must also act to improve their lives. We want to involve those who have lived experience of DA so that if there are areas of service delivery that fell short, we can start making those improvements.

We know that through improving our services, we can ensure that all sectors of our communities are reassured of the support available and where needed, there is accommodation that is safe and able to meet their needs.

We would like to thank members of the NDAPB and DASVG for their commitment and work to assist in the development of this strategy and to wider stakeholders within our Community Safety Partnership who provided their knowledge and expertise to help inform its objectives.

We would also like to thank both local and national advocate for victim-survivors of DA who took part in the Provider Engagement event and who will continue to be involved in the further implementation of this strategy.

# List of acronyms

CYP	Children and Young People
DA	Domestic Abuse
DAHA	Domestic Abuse Housing Alliance (and Accreditation)
DAPPA	Domestic Abuse Perpetrator Partnership Approach
DASH	Domestic Abuse Stalking and Harassment
DASVG	Domestic Abuse and Sexual Violence Group
DLUHC	Department of Levelling Up Housing and Communities
FGM	Female Genital Mutilation
FM	Forced Marriage
H-CLIC	Homelessness Case Level Collection
IDVA	Independent Domestic Violence Advisor
LGBTQT+	Lesbian, Gay, Bi-Sexual, Transgender, Questioning and any other sexuality
MARAC	Multi-agency Risk Assessment Conferences
MASH	Multi-Agency safeguarding hubs
MCHLG	ministry of Housing, Communities and Local Government
NCAN	Norfolk Community Advice Network
NDAPB	Norfolk Domestic Abuse Partnership Board
NIDAS	Norfolk Integrated Domestic Abuse Service
NODA	Norfolk Office of Data and Analytics
NRPF	No Recourse to Public Funds
ONS	Office of National Statistics
OPCCN	The Office of the Police & Crime Commissioner for Norfolk
SV	Sexual Violence
VAWG	Violence against women and girls

# Appendix 1 – NDAPB Terms of Reference



NDAPB TOR revised  
October 2021.docx

## Appendix 2 – Community Safety Partnership membership

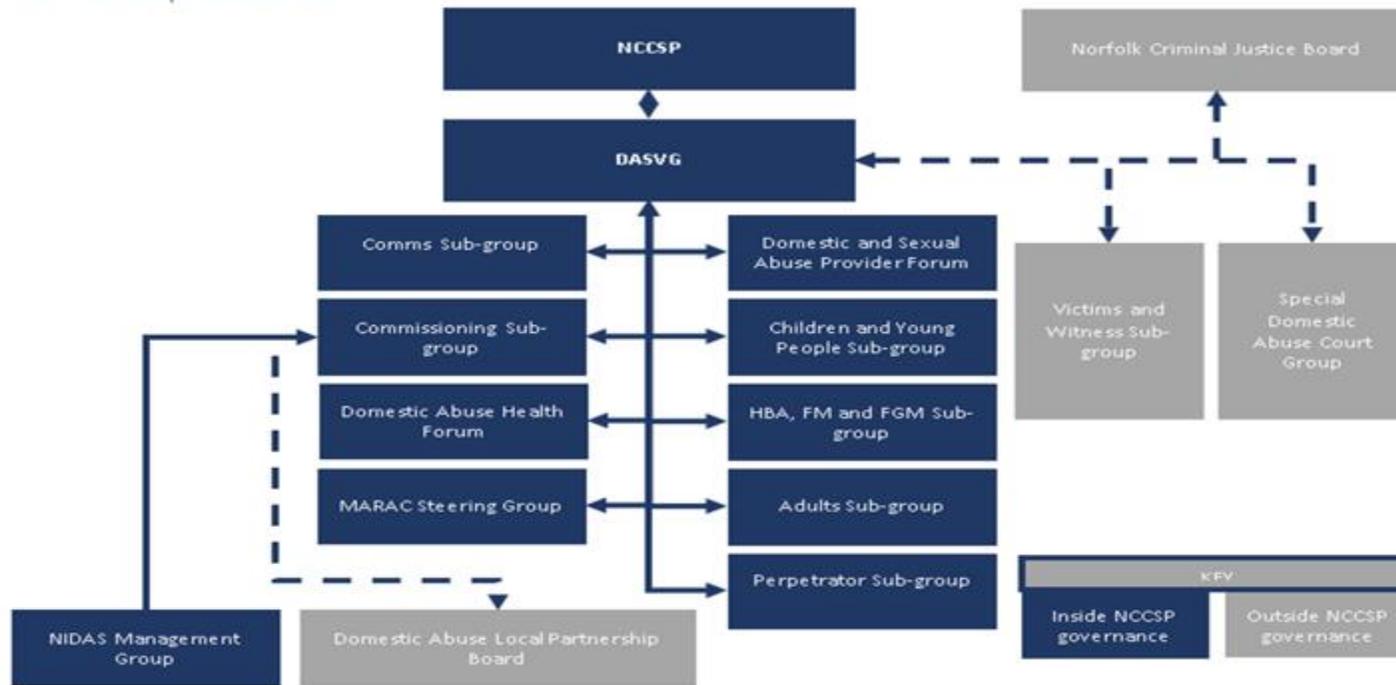
- Norfolk County Council
- Norfolk Fire and Rescue Service
- Norfolk Police
- The Office of the Police & Crime Commissioner
- Breckland District Council
- Broadland District Council
- Great Yarmouth Borough Council
- King's Lynn and West Norfolk Borough Council
- North Norfolk District Council
- Norwich City Council
- South Norfolk Council
- NHS Norfolk and Waveney Clinical Commissioning Group
- Norfolk Probation Service
- Norfolk Youth Offending Team
- Victim Support
- Norfolk Safeguarding Adults Board
- Norfolk Children Safeguarding Board
- Registered Housing providers.

# Appendix 3 – Norfolk DASVG Partnership Structure

## Norfolk Domestic Abuse and Sexual Violence Group (DASVG) Partnership Structure



Partnership Structure



55

Appendix 4 – Victim-survivor survey

## Appendix 5 - Refuge information

Unit details	Target Groups	Disability Access?	Child facilities?	Child support offered
5 rooms in a shared house	Women and Children	-	Spaces for up to 4 children	-
5 self-contained flats	Women and Children	1 X unit has an adapted wet room but would not support a wheelchair	Spaces for up to 8 children	Limited one -one support for children Kids club once a week - 5 years to 17 years Once a week support for 0- 5 years Currently funded by Children's Services
6 rooms in a shared house	Women and Children	-	Spaces for up to 8 children	-
12 self-contained flats	Women and Children	1 X fully adapted unit	1 X unit (can take up to 6 children) Space up to 26 Children	Limited one -one support for children Kids club once a week - 5 years to 17 years Once a week support for 0- 5 years Currently funded by Children's Services
8 self-contained flats	Women and Children	1 X unit has an adapted wet room but would not support a wheelchair	Spaces for up to 14 children	Limited one -one support for children Kids club once a week - 5 years to 17 years Once a week support for 0- 5 years Currently funded by Children's Services
12 self-contained flats	Women and Children	1 X fully adapted unit	1 X unit (can take up to 6 children) Space up to 26 Children	Limited one -one support for children Kids club once a week - 5 years to 17 years Once a week support for 0- 5 years Currently funded by Children's Services
6 units	Women and Children	Would not be able to support a wheelchair	Space for up to 8 children	

## Appendix 6 – Safehouse information

Target Groups	Disability Access?	Max Capacity	Lease details	Other notes	Numbers supported (March 2020-Sept 2021)
Current provision					
Women and children	No wheelchair access	4 women 3 children	6 year lease	Would consider complex needs. Support is offered on a floating support model; no staff are based at the safehouse	15 women 7 children
Women and children	No wheelchair access	3 women 2 children	3 year lease from Victory Housing Association	Would consider complex needs. Support is offered on a floating support model; no staff are based at the safehouse	20 women 12 children
Provision being commissioned					
Women & children	Disabled access	5 women 3 children	5 year lease from Freebridge	1 staff member funded for one year to support complex needs	N/A

## Get help now

**If you, or anyone else, is at immediate risk of harm, phone the police on 999.**

**The silent solution: If you can't speak or make a sound when calling 999, listen to the operator's questions, then tap the handset. If prompted, press 55. Your call will be transferred to police who will know it's an emergency.**

There is support available to help you whether you are currently experiencing domestic abuse or have recently left an abusive relationship. (See also the section [Help to move on](#) for help with the longer term impact)

## Local organisations

### Norfolk Integrated Domestic Abuse Service (NIDAS)

Contract awarded – further details to follow in relation to contact information.

### Leeway Domestic Abuse and Violence Services

Website: [www.leewayssupport.org](http://www.leewayssupport.org)

Email: [referrals@leewaynwa.org.uk](mailto:referrals@leewaynwa.org.uk)

Telephone: 0300 561 0077

web chat service – Monday 10:00 – 12:00, Tuesday 14:00 – 16:00, Wednesday 10:00 – 12:00, Thursday 14:00 – 16:00, Friday 10:00 – 12:00

- Refuge and safe house accommodation
- 24 hour telephone support
- Residential services including short term emergency accommodation for people with no recourse to public funds (this funding ends 28<sup>th</sup> February 2022)
- Specialist DA Support Worker for vulnerable adults
- Male advice line staffed by specialist male workers 10am-12pm every Wednesday
- One-to-one support and group work for children and young people
- Volunteer and training services.
- Multi-lingual support across Norfolk and free immigration advice

### Orwell Housing Association Ltd

Telephone: 0845 467 4876

Email: [havenproject@orwell-housing.co.uk](mailto:havenproject@orwell-housing.co.uk)

Area covered: South Norfolk

- Refuge accommodation in South Norfolk
- Telephone support line 10am-4pm Monday-Friday
- Emergency accommodation for females only
- Community support for men and women
- Orwell has a specialist domestic abuse worker in the South Norfolk Early Help Hub. Requests for support into this service can be made on 01508 533933 or via the [South Norfolk Help Hub](#) website

## Norfolk & Suffolk Victim Care Service (facilitated by Victim Support)

Local Number: 0300 303 3706 (8am-5pm Monday-Friday)

Local Email: [nsvictimcare@victimsupport.org.uk](mailto:nsvictimcare@victimsupport.org.uk).

Live Chat at any time 24/7: [Live chat | Victim Support](#) [www.nsvictimcare.org/referral](http://www.nsvictimcare.org/referral)

Outside office hours 24/7 Support line: [0808 1689111](tel:08081689111)

Telephone and face to face support for male and female victims.

## Pandora Project

Website: [www.pandoraproject.org.uk](http://www.pandoraproject.org.uk)

Email: [referrals@pandoraproject.org.uk](mailto:referrals@pandoraproject.org.uk)

Area covered: King's Lynn and West Norfolk

- Advice Line: 07526 257857 (10am-3pm Friday only)
- Telephone and face to face support
- Drop-in sessions
- Support for female victims and survivors and child on parent violent programmes.

## Daisy Programme

Facebook site: [daisyprogramme.org.uk](http://daisyprogramme.org.uk)

Email: [help@daisyprogramme.org.uk](mailto:help@daisyprogramme.org.uk)

Support for male and female victims

- Face to face support and counselling
- Survivor courses such as the Freedom Programme and My Confidence
- Drop-in support groups and choir
- Children and Young Peoples Domestic Abuse Worker (Breckland Only)
- Vulnerable Adults Domestic Abuse Worker.

## Dawns New Horizon

Website: [Dawn's New Horizon | Domestic Violence Support Group \(dawnsnewhorizon.org.uk\)](http://Dawn's%20New%20Horizon%20|%20Domestic%20Violence%20Support%20Group%20(dawnsnewhorizon.org.uk))

Shop Phone: 01603 927717 (Opening hours only)

Mobile: 07854 044680 (9am-5pm 7 days a week)

Email: [dawnsnewhorizon@yahoo.com](mailto:dawnsnewhorizon@yahoo.com)

Social Media: [Twitter](#) / [Facebook](#)

Dawn's New Horizon supports male and female victims of Domestic Violence, providing a 'one stop shop' information and support service over the phone, online and face to face. We service the Broadland district of Norwich and there is always someone available to talk to in the shop. The support we offer enables, among other things, people to take back control of their lives.

## Restitute

Restitute

[www.restitute.org](http://www.restitute.org)

[support@restitute.org](mailto:support@restitute.org)

<https://twitter.com/RestituteUK>

<https://www.facebook.com/RestituteUK>

<https://www.instagram.com/restituteuk/>

Area covered: all of Norfolk and Suffolk

- providing support for people who care for survivors of sexual or violent crime (including domestic abuse)
- 1 to 1 support worker, practical support, therapeutic support
- Support men, women, and children.

## Sue Lambert Trust

Website: [Sue Lambert Trust – Support for survivors of sexual abuse](#)

Phone: 01603 622406

Email: [info@suelamberttrust.org](mailto:info@suelamberttrust.org)

The Sue Lambert Trust offer a range of services including one to one counselling, support, and group work. These services are available to anybody aged 11+, in most cases for up to 12 months.

## National organisations:

### National Domestic Abuse Helpline

[Freephone National Domestic Abuse Helpline - 0808 2000 247 \(refuge.org.uk\)](#)

Provide Live Chat as well Mon-Fri 3pm-10pm

Website [Refuge Against Domestic Violence - Help for women & children.](#)

- 24 hour domestic violence helpline (chat, web form, telephone)
- Protection from all types of abuse including tech abuse
- Referral to emergency safe accommodation and information about refuges
- Information about legal rights, housing and welfare rights and protection of children. Referral to the relevant services
- Advice and information for victims, professionals, friends or family

### Galop

Website: [www.galop.org.uk](http://www.galop.org.uk)

Telephone: 0800 999 5428

Email: [info@galop.org.uk](mailto:info@galop.org.uk)

- Support with lesbian, gay, bisexual and transgender domestic abuse
- Telephone support line open 10am-5pm Monday, Tuesday and Friday, 10am-8pm Wednesday and Thursday
- Transgender specific support line 1pm-5pm Tuesday
- Online chat support available 5pm-8pm Wednesday and Thursday

### Women's Aid

Email: [helpline@womensaid.org.uk](mailto:helpline@womensaid.org.uk)

Live Chat – Instant Messaging Service

Forum (women 18+)

## Respect Men's Advice Line

Website: [www.mensadviceline.org.uk](http://www.mensadviceline.org.uk)

Telephone: 0808 801 0327

Email: [info@mensadviceline.org.uk](mailto:info@mensadviceline.org.uk)

- Advice and support for men experiencing domestic violence and abuse
- Telephone support line 9am-8pm Monday and Wednesday, 9am-5pm Tuesday, Thursday and Friday.
- If you are unable to call you can also receive support from the Helpline Advisors by emailing [info@mensadviceline.org.uk](mailto:info@mensadviceline.org.uk) and they will aim to reply within two working days
- Online chat support available 10am-4pm Tuesday and Wednesday.

## Rights of Women

Rights of Women aims to increase women's understanding of their legal rights and improve their access to justice enabling them to live free from violence and make informed, safe, choices about their own and their families' lives by offering a range of services including specialist telephone legal advice lines, legal information and training for professionals.

T: **020 7251 6577** (family law helpline – other numbers are available on the website)

W: <https://rightsofwomen.org.uk>.

## ManKind Initiative

Website: [www.mankind.org.uk](http://www.mankind.org.uk)

Telephone: 01823 334244

- Telephone support line for male victims of domestic abuse 10am-4pm Monday-Friday
- Information about reporting incidents, planning an escape and police procedures
- Signposting to support for emergency housing and specialist legal help

## National Stalking Helpline (delivered by Suzy Lamplugh Trust)

Website: [www.suzylamplugh.org/refer-someone-to-us](http://www.suzylamplugh.org/refer-someone-to-us)

Telephone: 0808 802 0300

- Telephone support line available 9.30am-4pm Monday, Tuesday, Thursday, Friday and 1pm-4pm Wednesday
- Advisors can provide information about the law in relation to stalking and harassment in the UK, reporting stalking or harassment, effective gathering of evidence, ensuring your personal safety and that of your friends and family, and practical steps to reduce the risk

## Paladin: National Stalking Advocacy Service

Website: [www.paladinservice.co.uk](http://www.paladinservice.co.uk)

Telephone: 020 3866 4107

Email: [info@paladinservice.co.uk](mailto:info@paladinservice.co.uk)

- Provide trauma informed support, advice and advocacy to high risk victims
- Raise awareness of dangers and risks of stalking
- Provide university accredited ISAC training and CPD accredited training to professionals
- Analyse the application of the stalking law
- Campaign on behalf of victims of stalking
- Develop a "Knowledge Hub"— a single port of call for any victim seeking the best support and safety advice, for a professional seeking information about how to respond to stalking and principles of an effective advocacy service

## Appendix 8 - Provider Event feedback



Domestic Abuse  
Provider Event 30.9.2

### Provider event feedback:

#### List of Organisations represented:

Norfolk County Council (Adult and Children's Services) & NODA  
District Councils  
OPCCN  
Norfolk Constabulary  
Daisy Programme  
Leeway Domestic Abuse and Violence Services  
Action for Children  
Orwell Housing  
Saffron Housing Trust  
Places for People  
Spurgeons Children's Charity  
MAP Young People  
Ormiston Families  
Flagship Group  
ManKind initiative  
Clarion Housing Group  
Broadland Housing Group  
Birmingham City Council  
Sue Lambert Trust  
Places for People  
Magdalene Group  
Restitute  
Saffron Housing

Surveys currently being undertaken with victim-survivors and further engagement planned.

**REPORT TO CABINET**

<b>Open</b>		Would any decisions proposed:			
<b>Any especially affected Wards</b>	Mandatory/	Be entirely within Cabinet's powers to decide		NO	
	Discretionary /	Need to be recommendations to Council		YES	
	Operational	Is it a Key Decision		NO	
Lead Member: Cllr Brian Long E-mail: <a href="mailto:cllr.brian.long@west-norfolk.gov.uk">cllr.brian.long@west-norfolk.gov.uk</a>			Other Cabinet Members consulted:		
			Other Members consulted:		
Lead Officer: Chris Black/Martin Chisholm E-mail: <a href="mailto:chris.black@west-norfolk.gov.uk">chris.black@west-norfolk.gov.uk</a> <a href="mailto:Martin.chisholm@west-norfolk.gov.uk">Martin.chisholm@west-norfolk.gov.uk</a> Direct Dial: 01553 616650			Other Officers consulted: Michelle Drewery - Assistant Director Resources/Section 151 Officer		
Financial Implications YES	Policy/ Personnel Implications YES	Statutory Implications YES	Equal Impact Assessment YES/NO If YES: Pre- screening/ Full Assessment	Risk Management Implications YES	Environmental Considerations NO

Date of meeting: 6 April 2022

**MEMORIAL SAFETY TESTING POLICY FOR CEMETERIES AND CLOSED CHURCHYARDS**

**Summary**

The Borough Council of Kings Lynn and West Norfolk (BCKLWN) is responsible for the maintenance and operation of 5 cemeteries and 17 closed churchyards. All of the cemeteries and 16 of the 17 closed churchyards are adorned with a variety of headstones and burial memorials. As operators of these sites BCKLWN is also responsible for the safety of visitors, contractors and employees in these locations, and one of the key safety measures duly placed on the council is to ensure the safety of the grounds including memorials / headstones in these locations are safe, and not at risk of falling and injuring a person.

The purpose of this report is to set out the procedure for the ongoing testing memorials / headstones in these locations. as well as the policy and methodology for managing memorial safety.

**Recommendation**

- 1) That the Council to be invited to adopt the new policy for Memorial Safety Testing and subsequent methodology for dealing with unsafe memorials.
- 2) To agree an additional capital amount of £25,000 to test and inspect closed churchyards, with subsequent testing funding by an increase in the annual contributions to reserves.

**Reason for Decision**

- 1) To define a clear policy for the management and any resultant actions with results of memorial safety testing.
- 2) To ensure appropriate resources for the testing (ie financial resources).

## 1 Background

The BCKLWN have historically carried out memorial safety testing on a 5-year cyclical basis as recommended by Local Government Ombudsmen Public Services report in March 2006.

Similar to a number of authorities BCKLWN have historically only tested memorials in open / operational cemeteries.

In accordance with the LGO Report and Occupiers Liability Act – it is necessary to extend testing regime to include the closed churchyards we are responsible for.

Operational constraints have delayed the current round of testing but has afforded us the opportunity to ensure we have additional internal resources trained and qualified to respond to any one-off issues or concerns within our cemeteries / churchyards. It has become clear that the five yearly requirement, whilst an extensive task is not an element of work that could easily fit within the existing resources and as such it is proposed that the authority continues to tender this work in order to gain best value.

In order to ensure that there is a clear and transparent policy for any remedial works that may be identified through the testing regime the guidance recommends that the authority takes a number of steps to make sure the public are aware of the policy, aware in advance when the testing will take place and where records exist advised of any non-conformities. The first part of this is to establish a policy detailing the most likely actions that would be taken if the memorial was to be found unsafe.

In order to ensure a reasonable policy that is in keeping with the norm we have benchmarked our proposed policy against those of:

- Fenland District Council
- Peterborough City Council
- Reepham Town Council
- Institute of Cemetery and Crematorium Management (ICCM) – Management of Memorials document.
- National Association of Memorial Mason (NAMM) – Safety, Inspection and Assessment of Memorials (SIAM) training course – completed by Crematorium & Grounds team.

The proposed policy is at appendix 1.

It should be noted whilst as detailed above BCKLWN are the responsible party for maintaining Closed Churchyards we do not have rights to interfere with historical memorials for which the permissions were initially granted by the dioceses of Norwich and Ely. To avoid any undue delay in responding to safety issues and concerns we have entered into a dialogue with both dioceses and early indications are that the ongoing testing and remedial interventions could be permitted under a single perpetual licence, whilst these discussions remain ongoing the published fees are £249.60 per licence.

## 2 Options Considered

- a) *Do nothing*: this is not an option.
- b) Consideration has been given to the ongoing use of external contractors to this work and the five yearly nature of this task along with operational

pressures indicate that it is best to remain as an external service tendered as appropriate, the presence of suitably qualified individuals within the service area giving us reassurance that any evolving immediate issues can be resolved without delay.

### **3 Policy Implications**

Create, endorse and publish the actions in the policy in appendix 1

### **4 Financial Implications**

- 1) Testing of existing operational cemeteries is financed from existing reserves and the budget of £4,000 annual contributions for this purpose is to remain.
- 2) Additional resource is required to initially inspect the closed churchyards, whilst subject to tender we estimate this to be £25,000. This has been set aside and can be met by reserves in the current year. However, it is proposed that revenue contributions annually thereafter be increased by £5,000 to meet ongoing commitments. This means that contributions to reserves will be increased to £9,000 per annum to allow for this from 2023/2024
- 3) Contribution of £600 for Diocese license fees will be met from reserves in the current year. However, we are awaiting a formal response to clarify any future costs.

### **5 Personnel Implications**

None

### **6 Environmental Considerations**

None

### **7 Statutory Considerations**

The requirement to test the stability and safety of memorial headstones in cemeteries and closed churchyards is detailed in the Local Ombudsmen Report 2006. The BCKLWN is also duty bound by the following pieces of legislation:

- Health and Safety at Work Act 1974.
- Occupiers Liability Act 1957.

Testing in Closed churchyards will require permissions from the respective Diocese.

### **8 Equality Impact Assessment (EIA)**

(Pre screening report template attached)

### **9 Risk Management Implications**

The testing and making safe of memorials can be highly emotive, and as detailed in the Local Government Ombudsman Report incorrect management of the process can create upset to bereaved families and potential “bad press”.

Equally not conducting safety testing could lead to potential accidents in the cemeteries and leave the authority exposed to litigation and subsequent fines / penalties.

The risks can be mitigated by:

- Robust communication process in advance of testing.
- Testing conducted by suitably appointed contractors working to a specification that is derived from policy – monitored by Cemetery Management Team
- Robust communication process following testing.

## **10 Declarations of Interest / Dispensations Granted**

None

## **11 Background Papers**

(Definition : Unpublished work relied on to a material extent in preparing the report that disclose facts or matters on which the report or an important part of the report is based. A copy of all background papers must be supplied to Democratic Services with the report for publishing with the agenda)

### **LGO Report 2006**

<https://www.iccm-uk.com/iccm/wp-content/uploads/2021/11/LGO-612-Special-Report-final-1.pdf>

### **ICCM Management of Memorials**

[https://www.iccm-uk.com/iccm/wp-content/library/iccm\\_MM%20Policy%20Final%2008%202019.pdf](https://www.iccm-uk.com/iccm/wp-content/library/iccm_MM%20Policy%20Final%2008%202019.pdf)

Appendix 1 – Proposed Memorial Safety Policy.

**Pre-Screening Equality Impact Assessment**

Borough Council of  
**King's Lynn & West Norfolk**



Name of policy/service/function	Memorial Safety Testing Policy				
Is this a new or existing policy/service/function?	New / <del>Existing</del> (delete as appropriate)				
<p>Brief summary/description of the main aims of the policy/service/function being screened.</p> <p>Please state if this policy/service is rigidly constrained by statutory obligations</p>	<p>New policy to confirm the rationale and process for conducting Memorial Safety Testing in Borough Council Cemeteries and Closed Churchyards.</p> <p>The requirement to test memorials for safety is directed by the Local Government Ombudsman report 2006</p>				
<b>Question</b>	<b>Answer</b>				
<p><b>1. Is there any reason to believe that the policy/service/function could have a specific impact on people from one or more of the following groups according to their different protected characteristic, for example, because they have particular needs, experiences, issues or priorities or in terms of ability to access the service?</b></p> <p>Please tick the relevant box for each group.</p> <p>NB. Equality neutral means no negative impact on any group.</p>		Positive	Negative	Neutral	Unsure
	Age			√	
	Disability			√	
	Gender			√	
	Gender Re-assignment			√	
	Marriage/civil partnership			√	
	Pregnancy & maternity			√	
	Race			√	
	Religion or belief			√	
	Sexual orientation			√	
	Other (eg low income)		√		



## **APPENDIX 1: PROPOSED MEMORIAL SAFETY POLICY**

### **Memorial safety policy – Borough Council of King’s Lynn & West Norfolk**

#### **1.0 Background**

The Council has an overriding duty under the Health and Safety at Work Act to ensure as far as is reasonably practicable the safety of the Cemeteries and Closed Churchyards for which it has responsibility, this includes the identification and control of hazards from unstable memorials.

Through this policy and its actions, the Council will seek to balance the risk of injury from unstable memorials with the sensitivities of carrying out works in the cemeteries and closed churchyards.

This policy has been written having regard to the Special Report on ‘Memorial Safety in Local Authority Cemeteries’ written by the Local Government Ombudsman published in March 2006 which gives advice and guidance to local authorities on this sensitive subject.

#### **2.0 Local Government Ombudsman Report**

The report was commissioned following a series of high-profile occurrences of burial authorities undertaking memorial safety testing without clear policy, training of staff, community engagement or a clear strategy for making safe of memorials deemed high risk, resulting in large numbers of memorials being laid down on graves or removed unnecessarily.

The report forms the foundation for current training providers regarding Memorial Safety Testing training, as well as underpinning policies adopted by Burial Authorities nationwide.

<https://www.iccm-uk.com/iccm/wp-content/uploads/2021/11/LGO-612-Special-Report-final-1.pdf>

#### **3.0 Requirements of BCKLWN**

All cemeteries are required, under existing laws and responsibilities to assess the stability of memorials to ensure that unstable memorials do not pose a risk to employees, contractors, friends’ groups, volunteers or members of the public. Operators of cemeteries/memorial grounds are required to do all that is reasonably practicable to ensure people are not exposed to risks to their health and safety.

The recommended period for the testing of memorials is on a rolling five year basis.

The most up-to-date guidance with regards to the assessment of the stability of existing memorials within cemeteries is provided in the following documents:

- Ministry of Justice – Managing the Safety of Burial Grounds Memorial, Practical advice for dealing with unstable memorials.
- BSI Standards Publication ref 8415:2018 – Memorials within burial grounds and memorial sites – Specification.

In addition, the following legislation is applicable to the safe management of cemeteries:

- Health and Safety at Work Act 1974
- Occupiers Liability Act 1957
- Local Authority Cemetery Order 1977

#### **4.0 Locations:**

The Borough Council is responsible for 5 operational cemeteries, and 16 closed churchyards, of which 15 have memorials situated.

The locations are as follows:

#### **4.1 Cemeteries**

- Gayton Road, King's Lynn
- Hardwick Road, King's Lynn
- Alexandra Road, Hunstanton
- Police Road, Walpole St Andrew
- Smeeth Road, Marshland St James

#### **4.2 Closed Churchyards**

- St Clements – Terrington St Clement
- St Edmunds Church - Downham Market
- All Saints Church - Hilgay
- St Mary's the Virgin Church - Southery
- St Clement's Church - Outwell
- St Peter's Church - Upwell
- St Mary Magdalene Church - Wiggenhall St Mary Magdalene
- St Peters Church - St Peters Road, West Lynn
- All Saint's Church - North Wootton
- St John's Church - Blackfriars Street, King's Lynn
- All Saints Church - King's Lynn
- St Margaret's Church - Church Street, King's Lynn
- St Nicholas Chapel - St Anns Street, King's Lynn
- Gaywood Cemetery (adjoins St Faiths) - Gaywood Road, King's Lynn
- St James Memorials [St Johns Church] - Country Court Road, King's Lynn

#### **5.0 Pre-testing communication**

The Local Government Ombudsman (LGO) highlighted the necessity for clear and advance communication of the testing process in all cemeteries and closed churchyards – failure to do so is considered maladministration by the LGO.

Communication to include, but not limited to:

- Notices on entrances to cemeteries and within prominent locations within cemeteries.
- Notices in local press / social media / council website.
- Communication with Church Councils / Parish Councils / Town Councils.
- Communication with Church ministers / Memorial Masons / Funeral Directors.

It is not practical, nor achievable to write to every memorial owner due to the sheer number of memorials in the cemeteries and churchyards – furthermore many of the historical details may either be incorrect due to people moving on or passing away, or never collected initially.

#### **6.0 Conducting the testing / Training of staff**

The testing will be carried out by suitably trained personnel. The five yearly requirements to conduct the testing will be conducted by a suitable contractor, appointed following a full tender process via the Borough Council's procurement team, in line with a detailed specification for testing derived from the information contained within this policy.

Adhoc testing or follow up can be actioned by Borough Council staff who will be trained by NAMM (National Association of Memorial Masons) and accredited with the appropriate training qualification to conduct the testing.

#### **6.1 Testing Techniques**

The use of mechanical testing is now seen as a potentially destructive method of testing and it is now recognized by the Ministry of Justice and the BSI that a hand test, where appropriate, is a fair and practical assessment of risk.

Testing in Accordance with BS 8415:2018 recommends the following procedures:

- Memorials less than 625mm in height are unlikely to cause injury if they fall and may therefore be excluded from detailed assessment or application of load.
- Memorials not exceeding 1.5m in height (nominal shoulder height) shall be tested by hand, applying a firm but steady pressure in both directions.
- Memorials exceeding 1.5m in height are deemed unsafe to apply a load to and shall be visually assessed by a competent person to assess whether the memorial poses a risk. If a risk is deemed present, the memorial will need to be assessed by a qualified structural engineer/stone mason.

### **6.2 Collecting data**

It is recommended that data collection follows the Ministry of Justice recommended model of recording only those memorials that are deemed to be unsafe.

For example, if a section comprises 450 qualifying memorials, all memorials will be tested, but only those that fail will be recorded. All other memorials will be deemed to be safe, therefore other than the total number of memorials tested per section there is no requirement to record details of those that pass.

### **6.3 Identifying Risks**

Memorials will be categorised as following:

- High – Where the memorial is an immediate danger to life or severe injury and is in a position accessible to the public or in an area frequently used.
- Medium – Where the memorial poses a risk of light to moderate injury or where the memorial is situated in the grounds.
- Low – Where the memorial fails the test but is considered of low risk to injury due to size or position.
- Safe – No risk at the time of testing.

### **6.4 Managing Risks / Exit Strategy**

It is vital that there is a clear strategy for managing the risk identified through the testing process – immediate action might be required during the testing process if a risk is found – it would be negligent to leave a known risk.

Immediate actions that should be taken when a risk is identified:

- Stake and band memorial
  - This involves positioning two wooden stakes in the ground behind the memorial, and heavy-duty plastic banding used to secure memorial to the stakes.
- Laying down
  - If staking is not viable, the memorial should be safely laid down within the grave space.
- Cordon area off
  - Tall memorials, or monument might not be viable for the above actions of staking or laying down, and the only option to ensure all visitors and workers within the cemetery remain safe is to cordon off the area.

### **7.0 Post-test communication**

Following any Memorial Safety Testing where a risk has been identified, the memorial owner will be contacted via letter where information is held on the burial database informing them that their memorial has failed a safety test and that they are required to arrange for a qualified stonemason to make it safe within a 6 month period. In addition to writing to the grave owner or in the absence of contact details, a notice will be placed carefully at the memorial to mitigate the risk that the grave owner lives at a different address to the one held or is now deceased – therefore allowing other family members the opportunity to contact the burial team.

### **8.0 Repair Costs**

The grave owner is ultimately responsible for the safe upkeep of a memorial placed upon the grave space; therefore, it is the grave owner that is responsible for any costs incurred in making the memorial safe. Grave owners are encouraged to take out insurance on their memorial (similar to house insurance) for instances such as the memorial becoming unsafe.

If the grave owner refuses to undertake the appropriate actions to make the memorial safe, then the Burial Authority has the right to either lay the memorial flat on the grave space (with the inscription facing up) or to remove the memorial from the grave space if laying flat poses a Health and Safety concern. The removed memorial shall be retained safely for the duration of the Exclusive Right of Burial on the grave space.

***Any remedial work should take place within 6 months of testing.***

If the grave owner cannot be traced, the Burial Authority remains responsible for the overall safety of the cemetery, therefore appropriate actions must be taken – the laying down of memorials is a permanent solution to eliminate further risks. It may be deemed appropriate to remove the memorial from the grave space completely if there is an apparent trip risk in a lawned cemetery or if it prevents safe grounds maintenance.

***The Borough Council will not fund nor make repairs to memorials.***

### **9.0 Closed Churchyards**

The Borough Council is responsible for the maintenance and therefore safety of a number of churchyards throughout the district. The Burial Act 1853 and Local Government Act 1972 (Section 215) details the procedure for closure of Church of England grounds and to have responsibility for their upkeep to be passed to the local authority. The Health and Safety at Work Act 1974, and Occupiers Liability Act 1957 are applicable, but so is Ecclesiastical Law and any works on memorials (including testing) within the boundary of the church site are subject to the grant of a Faculty issued by the relevant Diocese.

The Crematorium and Cemeteries Manager will liaise with the relevant Diocese to apply for the Faculties to ensure the testing can go ahead. Any conditions placed on the issued Faculty will be reviewed by the Crematorium and Cemeteries Manager, where conditions are deemed appropriate these will be detailed in the contractor's specification at the time of conducting the tender process via the procurement team.

Pre-testing communication will follow that as detailed within **section 5.0**.

Testing will be managed consistently with the procedure outlined for Borough Council owned municipal cemeteries, with the agreed exit strategy employed for memorials posing an identified risk. **(Ref: Section 6.4)**

Throughout the testing process in all cemeteries and churchyards, the council is not responsible for restoring memorials, the responsibility of the council is to ensure memorials are safe, or the area in which the memorial is located is safe for visitors, employees, and contractors.

As the Borough Council does not hold contact details for memorial owners within closed churchyards a detailed list of unsafe memorials will be provided to the respective church diocese, and decret notifications will be placed on unsafe headstones / memorials.

***The Borough Council will not fund nor make repairs to memorials.***

The guidance issued by the Institute of Cemetery and Crematorium Managers (ICCM) within their Management of Memorials document acknowledges the requirements to obtain a Faculty from the Diocese and states:

***“Where the ground has been consecrated in accordance with the rites of the Church of England the Church, through the local diocesan Consistory Court, has jurisdiction over such ground. A faculty has to be obtained from the church diocese giving permission to carry out inspection and making safe work and the church may wish to place their own restrictions on such work. This must be taken into account by the burial authority. It is suggested that all parties co-operate to ensure work is carried out to comply with current health and safety legislation. Where a faculty is not forthcoming a burial authority may have little option than to fence off the consecrated areas to prevent access and refer all enquiries to the relevant diocese.”***

[https://www.iccm-uk.com/iccm/wp-content/library/iccm\\_MM%20Policy%20Final%2008%202019.pdf](https://www.iccm-uk.com/iccm/wp-content/library/iccm_MM%20Policy%20Final%2008%202019.pdf)

#### **10.0 Client Feedback / Complaints**

Initial communications should be fed through the cemetery team based at Mintlyn Crematorium and dealt with in line with the Councils policies and procedures for customer service. It is envisaged that by conducting the pre-testing communication programme thoroughly in advance of testing, that many of the concerns can be managed prior to testing commencing.

## ENVIRONMENT AND COMMUNITY PANEL WORK PROGRAMME 2021/2022

DATE OF MEETING	TITLE	TYPE OF REPORT	LEAD OFFICER/ ATTENDEE	OBJECTIVES AND DESIRED OUTCOMES
<b>9<sup>th</sup> June 2021</b>	Appointments to Task Groups and Informal Working Groups	Operational	Democratic Services Officer	
	Urban Wildlife		Alan Gomm	To consider a request from Councillor Bullen
	Update on Housing Standards		Mark Whitmore and Sean Quinn	Requested by the Panel at their meeting in July 20
	Climate Change Strategy and Action Plan	Policy Development	Henry Saunders and Dave Robson	
	Appointments to Outside Bodies	Operational	Democratic Services Officer	
<b>13<sup>th</sup> July 2021</b>	MEETING CANCELLED			
<b>31<sup>st</sup> August 2021</b>	Portfolio Holder Q&A Session (if required)			
	Urban Wildlife Informal Working Group	Report from Informal Working Group		
	West Norfolk Community Transport	Outside Body Update		
	Climate Change Strategy and Action Plan	Cabinet Report	Dave Robson	To consider the report and make any appropriate recommendations to Cabinet
<b>5<sup>th</sup> October 2021</b>	Portfolio Holder Q&A Session (if required)			

	Commercial Team Service Plan	Cabinet Report	Vicki Hopps	To consider the report and make any appropriate recommendations to Cabinet.
	Alive Lynnsport – River Lane 3G Pitch Development	Cabinet Report	Honor Howell	To consider the report and make any appropriate recommendations to Cabinet
	Report from the Urban Wildlife Informal Working Group	IWG Report	IWG Members	To consider the recommendations from the Group
	Nominations to Outside Bodies – following vacancy	Operational		To fill vacancies on scrutiny appointed Outside Bodies
<b>9<sup>th</sup> November 2021</b>	Portfolio Holder Q&A Session (if required)			
	Gambling Act – Statement of Principles	Cabinet Report	Marie Malt	To consider the report and make any appropriate recommendations to Cabinet
	Homelessness and Rough Sleeper Strategy Action Plan Review	Review	Duncan Hall & Nikki Patton	To consider the Action Plan
	Enforcement Policy on Fly Tipping and Public Nuisance	Cabinet Report		To consider the report and make any appropriate recommendations to Cabinet
	Climate Change Update	Update	Dave Robson and Henry Saunders	To receive an update
<b>4<sup>th</sup> January 2022 – Virtual</b>	Antisocial Behaviour Update	Update requested by	Andy Nederpel and Mark	To receive an update.

<b>Briefing Session to be held on Zoom</b>		the Panel at their meeting in June	Whitmore	
	Alive West Norfolk Update		Neil Gromett	To receive an update.
	Single Use Plastics Informal Working Group Update	Informal Working Group update	Cllr de Whalley	To receive an update on the work of the Informal Working Group.
	eXXpedition presentation – a not for profit organisation researching ocean plastics and plastics pollution.	Information – which was discussed at Single Use Plastics IWG, but considered that the Panel would be interested in the presentation	Cllr Squire – Ambassador of eXXpedition	To receive information.
<b>15<sup>th</sup> February 2022</b>	Portfolio Holder Q&A Session (if required)			
	Hackney Carriage and Private hire Licensing Procedures and Conditions Review	Cabinet Report	Marie Malt	To consider the review and make any appropriate recommendations to Cabinet.
	eXXpedition presentation – a not for profit organisation researching ocean plastics and plastics pollution.	Information – which was discussed at Single Use Plastics IWG, but considered that the Panel would be interested in the presentation	Councillor Squire	To receive information.

	Single Use Plastics Informal Working Group Update	Update	Councillor de Whalley	To receive a verbal update.
	District Emissions (BEIS data)		Dave Robson and Henry Saunders	
<b>22<sup>nd</sup> March 2022</b>	Portfolio Holder Q&A Session (if required)			
	Support in Safe Accommodation for Norfolk 2021-2024	Cabinet Report	Duncan Hall	To consider the report and make any appropriate recommendations to Cabinet
	Cabinet Report – Memorials Safety Policy	Cabinet Report	Martin Chisholm	To consider the report and make any appropriate recommendations to Cabinet

### **To be scheduled**

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- Contaminated Land Strategy Review
- Gayton Road Cemetery
- Presentation from the IDB on their role and function
- Peat Bogs and CO2 emissions
- Anti Littering Campaign
- Together for Rivers Campaign
- Wild East Nature Recovery Programme
- The Docks
- Update on Youth West Partnership – last update was in Jan 21 – next update requested for Jan 22

## ENVIRONMENT AND COMMUNITY PANEL WORK PROGRAMME 2022/2023

DATE OF MEETING	TITLE	TYPE OF REPORT	LEAD OFFICER/ ATTENDEE	OBJECTIVES AND DESIRED OUTCOMES
<b>7<sup>th</sup> June 2022</b>	Appointments to Task Groups and Informal Working Groups	Operational	Democratic Services Officer	
	Appointments to Outside Bodies	Operational	Democratic Services Officer	
	Portfolio Holder Q&A Session			Questions to be submitted in advance of the meeting
	Cabinet Report – Enforcement Policy	Policy Development	John Greenhalgh	To consider the report and make any appropriate recommendations to Cabinet,
	Contaminated Land		Dave Robson	
	Presentation from Water Management Alliance – Internal Drainage Boards for King’s Lynn and Norfolk Rivers		Water Management Alliance	To receive an update on the work of the IDB
<b>19<sup>th</sup> July 2022</b>	Portfolio Holder Q&A Session			Questions to be submitted in advance of the meeting
	Presentation from Ely Drainage Boards on Internal Drainage Boards for East of Ouse, Polver and the Nar, Downham and Stow Bardolph, Littleport and Downham, Southery and District, Stringside and Stoke Ferry		Representatives from Ely Drainage Boards	To receive an update on the work of the IDBS
<b>6<sup>th</sup> September 2022</b>	Portfolio Holder Q&A Session			Questions to be submitted in advance of the meeting
<b>1<sup>st</sup> November 2022</b>	Portfolio Holder Q&A Session			Questions to be submitted in advance of the meeting

<b>3<sup>rd</sup> January 2023</b>	Portfolio Holder Q&A Session			Questions to be submitted in advance of the meeting
	Update on Youth West Partnership			Last update was provided in Jan 21
<b>21<sup>st</sup> February 2023</b>	Portfolio Holder Q&A Session			Questions to be submitted in advance of the meeting
<b>4<sup>th</sup> April 2023</b>	Portfolio Holder Q&A Session			Questions to be submitted in advance of the meeting

**To be scheduled**

- Gayton Road Cemetery
- Peat Bogs and CO2 emissions
- Together for Rivers Campaign
- Wild East Nature Recovery Programme
- The Docks
- Update on Outside Bodies

**FORWARD DECISIONS LIST**

<b>Date of meeting</b>	<b>Report title</b>	<b>Key or Non Key Decision</b>	<b>Decision Maker</b>	<b>Cabinet Member and Lead Officer</b>	<b>List of Background Papers</b>	<b>Public or Private Meeting</b>
15 March 2022						
	Hackney Carriage and Private Hire Licensing Procedures and Conditions Review	Non	Council	Environment Assistant Director – S Ashworth		Public
81	Review of Legal Services	Key	Council	Leader Chief Executive		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Unreasonably Persistent Complainants Policy	Non	Council	Corporate Services Chief Executive		Public
	Setting up Bio Diversity Task Group	Non	Cabinet	Corporate Services/Environment Asst Dir – B Box		Public

<b>Date of meeting</b>	<b>Report title</b>	<b>Key or Non Key Decision</b>	<b>Decision Maker</b>	<b>Cabinet Member and Lead Officer</b>	<b>List of Background Papers</b>	<b>Public or Private Meeting</b>
6 April 2022						
	Guildhall and Creative Hub Options including Governance	Non	Council	Business, Culture and Heritage – G Middleton Asst Director – D Hall		Public

	Planning Scheme of Delegation/Sifting Panel	Non	Council	Development & Regeneration Asst Director S Ashworth		Public
	Lynnsport One	Key	Council	Regeneration & Development Asst Dir Companies & Housing Delivery – D Ousby		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Members Community Grants Fund	Non	Council	Leader Assistant to CEx		Public
	Review of Governance of Council Companies	Non	Cabinet	Leader Chief Executive		Public
	Freedom of the Borough - amendments	Non	Council	Leader Chief Executive		Public
	Custom and Self Build Site – Stoke Ferry	Non	Cabinet	Regeneration and Development Assistant Director - D Hall		Public
82	Domestic Abuse Strategy	Non	Council	People & Communities Assistant Director - D Hall		Public
	Asset Management – Land and Property	Key	Cabinet	Property Asst Dir Property and Projects		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Memorials Safety Policy	Non	Council	Corporate Services and Environment Asst Director – M Chisholm		Public
	Enforcement policy	Non	Council	Environment Asst Director J Greenhalgh		Public

	Risk Management Policy	Key	Council	Chief Executive Finance		Public
	Balloon and Lantern report	Non	Cabinet	Corporate Services and Environment Asst Director – M Chisholm		Public

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
21 June 2022						
	RIPA/non-RIPA policy and operating procedures	Non	Council	Leader Asst Dir		

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
22 August 2022						

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
20 September 2022						
	Procurement Strategy	Non	Cabinet	Finance Asst Dir – D Ousby		Public

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
15 November 2022						

Date of	Report title	Key or	Decision Maker	Cabinet Member and Lead	List of	Public or Private
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meeting		Non Key Decision		Officer	Background Papers	Meeting
17 January 2023						

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
7 February 2023						

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
7 March 2023						

Date of meeting	Report title	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
18 April 2023						

**Meetings in new year**

	Notice of Motion 7-21 – Councillor Kemp – Equalities	Non	Council	Leader Asst Dir B Box		Public
	Housing Delivery Test Action Plan	Non	Cabinet	Development & Regeneration Asst Director S Ashworth		Public
	Five Year Housing Land Supply assessment	Non	Council	Development & Regeneration Asst Director S Ashworth		Public