



<u>Policy Title</u>	Repeat Victimisation
<u>CCMT Sponsor</u>	ACC Specialist Operations
<u>Department/Area</u>	HQ Crime Support
<u>Section/Sector</u>	Force Crime Management Unit

1. **Rationale**

- 1.1 Research and organisational experience indicate that victims of crime and other incidents may be targeted for subsequent victimisation. This is particularly relevant in relation to offences of burglary, assault, domestic violence and hate crime.
- 1.2 Repeat incidents often occur soon after the initial victimisation; therefore it is important to take preventative measures quickly. Likely victims must be identified immediately and subject to a targeted crime reduction initiative.
- 1.3 Every victim should be asked whether they have been subject to other offences. The primary means to prevent repeat victimisation is to arrest and prosecute the offender, although other tactical options are available and are outlined in section 5.
- 1.4 Victims of crime and witnesses to crime are vital sources of intelligence. The ability to identify repeat victims; vulnerable persons, areas of criminal activity and categories of crime provide important sources of information for the NIM process.
- 1.5 This policy should be read in conjunction with the Thames Valley Police Crime Policy and AIM Standard Operating Procedures, the Thames Valley Police Domestic Violence Policy and ACPO/NCPE Guidance, the ACPO Hate Crime Policy, the Thames Valley Police Hate crime SOP and the National Intelligence Model. Victim's Codes will be complied with.

2. **Intention**

- 2.1 As far as is practicable the intention of this policy is to:
 - improve the quality of service to victims of crime
 - prevent repeat victimisation, utilising a partnership approach

- ensure that there is a consistent approach across the force in identifying and responding to repeat victimisation
- ensure investigating officers are aware of the links between repeat victimisation and the investigation of offences
- ensure an appropriate response to individual categories of repeat victimisation
- raise the awareness of operational staff in respect of repeat victimisation and their responsibilities under this strategy
- maximise intelligence opportunities to help detect crime
- reduce the numbers of repeat domestic violence victims
- reduce the numbers of repeat burglary victims
- reduce the numbers of repeat hate crime victims

3. General Principles

3.1 Repeat victimisation is defined by the Audit Commission as:

“Any person or location that is subject to more than one crime or non crime incident in a rolling 12 month period.”

- 3.2 All crimes that have an identifiable human victim to which this definition applies will be subject to the Active Investigation Management (AIM) process.
- 3.3 All crimes and incidents will be subject to the minimum standard of secondary investigation (research of crime and intelligence data) to identify repeat victims, suspects, links to other crimes, and hotspots.
- 3.4 As outlined in the NCPE/ACPO National Intelligence Model Guidance, intelligence interviews¹ should be conducted with victims/witnesses who have been the subject of offences that fall within the control strategy or who have witnessed such offences. The details obtained from them must be subject to a CID 72 and submitted to the Area Intelligence Team.

1.1 ¹ Intelligence interviews should establish what information the detained person is aware of and is willing to divulge about criminals or crime whether before or after it is committed. Questioning must be phrased in order to only obtain information that the suspect **already** has in his/her possession. No officer must seek to arrange to meet the suspect again or task the suspect to find out more information. If either becomes likely, advice must be sought from the area Source Management Unit.

- 3.5 This policy sets the minimum response required from each BCU to the below crime types.
- Burglary Dwelling
 - Burglary Non Dwellings
 - Domestic Incidents (see Force Domestic Violence Policy)
 - Racist and Homophobic Crime/Incidents.
- 3.6 Other categories may be included, appropriate to the local need and in accordance with Area priorities identified during Tasking and Co-ordinating meetings within the National Intelligence Model. Area Policy will be Human Rights Compliant and audited accordingly.
- 3.7 BCUs will continually analyse crime trends and patterns to identify repeat victims and locations to ensure that policies are relevant, effective and that staff have sufficient information to design and implement positive interventions.
- 3.8 Repeat Victimisation information recorded by Thames Valley Police constitutes 'personal' and possibly 'sensitive personal' data as defined by the Data Protection Act 1998, and will be processed in accordance with the principles of the Act.
- 3.9 Sharing of information gathered on repeat victimisation crimes and non crime incidents will be done in the furtherance of reducing these types of incidents. Section 115 of the Crime and Disorder Act 1998 ensures that any person or organisation has powers to disclose information to the police, local authorities, probation service or health authority.
- 3.10 It is good practice to disclose information in a depersonalised (i.e. no living individual may be identified) from the data) form whenever possible. The best way to ensure that disclosure is properly handled is to operate within clear information sharing protocols between the agencies involved. The sharing of this information with other agencies under the Crime and Disorder Act 1998, or with groups providing victim support services will be in accordance with the 'Generic Protocol for the Exchange of Information between Public Authorities and other Relevant Agencies'.
- 3.11 BCU Commanders and Crime managers are responsible for ensuring that information sharing protocols with their partners are in place and that this policy is adhered to. Compliance will be monitored by means of the ACC (LP) visits process.

4. Challenges & Representations

- 4.1 Any person directly affected by this policy may make representations in relation to this document, and/or any decision in consequence of it, to:

Detective Superintendent Crime Support
Thames Valley Police Headquarters
Kidlington
Oxon
OX5 2NX

- 4.2 A complaint against an individual officer's conduct should be progressed through the Complaints against Police Procedures.

5. Guidance, Procedures & Tactics

- 5.1 Actions and policy decisions made when researching and responding to repeat victimisation incidents will be recorded in the investigation Management Module of CEDAR (the Thames Valley Police crime and incident recording and investigation management system). This applies to both crimes and crime related incidents.

- 5.2 On receipt of a crime recorded in the PEC, CIMU, or where appropriate other specialist staff, will conduct secondary investigation (using the Crystal report within CEDAR as a minimum standard) to identify repeat incidents and hotspots, and to link offences and identify suspects. This includes an automatic search of the Firearms database which will identify certificate holders who may have firearms stored on the premises.

- 5.3 Following secondary investigation, and depending on the category of the crime or crime incident, the following actions will be complied with as a minimum standard;

5.4 Burglary in a Dwelling, and Burglary (Non Dwelling) Commercial Premises, First Occurrence.

1. At time of initial crime report to PEC Operator to offer Crime Prevention Advice if appropriate.
2. Scenes of crime to be notified in all cases to assess if scene examination is likely to be productive.
3. CIMU to conduct secondary investigation
4. AIM process applies if specified crime criteria are met
5. Officer attending to offer crime reduction advice if appropriate.
6. Officer attending to conduct intelligence interview and submit information to AIT via CID 72
7. Officer attending to consider if victim is vulnerable due to age or circumstances. If so contact Area Crime Reduction for detailed Crime reduction/prevention advice and consider referral to PPU DI and flagging the person on CEDAR as vulnerable.
8. Officer attending complete house to house enquiries as part of the investigation but also to raise the awareness of neighbours.
9. CIMU to consider Ringmaster message to local watch schemes.
10. All actions to be recorded in CEDAR IMM

11. Area Crime Reduction deals with referrals from officer attending report of Burglary and assesses appropriate course of action which may include a Temporary Alarm.
12. Area Crime Reduction reviews all Burglary reports involving elderly and vulnerable victims, especially victims of a Distraction Burglary.

5.5 Burglary in a Dwelling, and Burglary (Non Dwelling) Commercial Premises Second Occurrence.

- All actions to be completed as 1-12 above.
- Aim process applies by virtue of Repeat Victim Policy (Burglary Dwelling) only
- Crime Reduction will contact the victim and offer crime reduction advice. If victim is vulnerable due to age or circumstances consider contacting such agencies as Age Concern, Help the Aged. If appropriate, contact Handy Van or similar small repairs service scheme for minor work to be completed.(Burglary Dwelling only)
- CIMU will arrange Ringmaster message to local watch schemes.
- Incident flagged to AIT as a repeat

5.6 Burglary in a Dwelling, and Burglary (Non Dwelling) Commercial Premises Third Occurrence.

- All actions to be completed as 1-13 above.
- Aim process applies by virtue of Repeat Victim Policy (Burglary Dwelling) only
- Crime Reduction to evaluate actions taken or not taken by victim regarding previous crime reduction/prevention advice.
- Incident flagged to AIT as a repeat
- BCU to analyse all local burglary incidents to consider targeted crime reduction/prevention initiative for local area.

5.7 Burglary (Non dwelling) Sheds, Garages and Outhouses, First Occurrence.

1. At time of initial crime report to PEC Operator to offer Crime Prevention Advice if appropriate.
2. Officer (if attending) to offer crime reduction advice if appropriate.
3. Officer (if attending) attending to conduct intelligence interview and submit information via CID 72
4. Officer (if attending; if not the PEC should do this) to assess if scenes of crime examination is likely to be productive. If so, SOCO to be notified.
5. AIM process applies if specified crime criteria are met
6. CIMU to conduct secondary investigation, including assessing links to other burglary offences e.g. dwelling etc
7. Record all actions in CEDAR IMM

5.8 Burglary (Non dwelling) Sheds, Garages and Outhouses, Second Occurrence.

- All actions as at 1-7 above
- AIM process applies by virtue of Repeat Victim Policy
- Crime Reduction will contact victim to review crime prevention measures taken since first offence.
- Incident flagged to AIT as a repeat

5.9 Burglary (Non dwelling) Sheds, Garages and Outhouses Third Occurrence.

- All actions as at 1-7 above
- AIM process applies by virtue of Repeat Victim Policy
- Crime Reduction to consider offering a personal visit to provide general security advice if not previously accepted.
- Incident flagged to AIT as a further repeat
- BCU to analyse all local burglary incidents to consider targeted crime reduction/prevention initiative for local area.

5.10 Race, Hate and Homophobic Crime Incidents First Occurrence.

1. On report to PEC or Police Officer, details recorded and crime reduction/ prevention advice given if appropriate.
2. AIM process applies as this is specified crime
3. Officer attending to conduct intelligence interview and submit information via CID 72
4. Officer attending to liaise with the CADO as they may have information, contacts and an awareness of the issue at a local level. The CADO will also assess if they need to offer follow up support for the victim.
5. Secondary investigation to be conducted
6. OIC to consider victim safety plan
7. All actions to be recorded in CEDAR IMM.

5.11 Race, Hate and Homophobic Crime Incidents Second Occurrence.

- All actions as 1-7 above.
- CADO to review previous reduction advice and action taken to determine further appropriate courses of action in order to support the victim and investigating officer.
- Crime Reduction to liaise with CADO regarding personal safety advice being given to victim.

5.12 Domestic Violence

Response to Domestic Violence will be in accordance with the Domestic Violence Policy and ACPO/NCPE Guidance. Specialist officers and initial attending officers will conduct intelligence interviews.

5.13 Best Practice and Tactical Advice.

Best practice and tactical responses to deal with repeat victimisation across most crime types can be viewed via the Home Office Crime Reduction Web Site.

The following tactics may assist in preventing further victimisation:

- Initial police response and investigation
- Scenes of crime attendance
- Arrest and prosecution of the offender
- Bail conditions and robust bail management
- Implementation of a victim safety plan
- Advice to quickly repair damage at the point of entry
- Advice on home/business security to reduce the risk of further offences
- Provision of property marking equipment and window stickers
- Use of 'Cocoon Watch' (asking neighbours to be extra vigilant)
- Use of covert police visits at the relevant times
- Visit by a specialist Crime Prevention Officer
- Use of crime pattern analysis and intelligence to link other similar offences which may have other evidence available
- Increased visible patrols
- Fitting of temporary alarm or CCTV equipment.

6.0 Communication

6.1 Links to Police National Legal Database Other

There are no links to the Police National Data Base. Reference should be made to the following crime type policies.

- Crime Policy and AIM process
- ACPO Hate Crime
- TVP Hate crime SOP
- Domestic Violence Policy
- Temporary Alarms Policy

6.2 Communications Strategy

The Communication Strategy for this policy is to re circulate it to Area Crime Managers for local dissemination. The Policy will also be published on the Force Intranet

The target audience is ;

- BCU Commanders
- Area Crime Managers
- Active Investigation Managers
- PEC Staff
- CIMU Staff
- Specialist Domestic Violence Officers
- Supervisors
- Investigating Officers
- Crime Reduction Advisers
- CADOs

7.0 Compliance and Certification

7.1 Human Rights Certification

This policy has been drafted and audited in accordance with Human Rights Act 1998

(i) Legal Basis

The legal basis for this document is derived from:

- Crime and Disorder Act 1998
- Criminal Procedure and Investigations Act 1996
- Data Protection Act 1998
- Domestic Violence Crime and Victims Act 2004
- Serious and Organised Crime and Police Act 2005

This list is not exhaustive.

(ii) Human Rights Articles Engaged

It is acknowledged that this policy has the potential to engage the following Articles:-

Article 2 Right to Life

Article 6 Right to a Fair Trial

Article 8 Right to Respect for Private & Family Life

In the event that an Article of the Convention is engaged, then the legitimacy for the engagement is provided within the text of the Articles.

Article 2 Right to Life. The Police Service has a positive obligation to its own staff and the public under Article 2, Right to Life, in which;

'the duty to take reasonable measures to protect life includes a duty to put in place effective criminal law provisions to deter the commission of offences against the person, backed up by law enforcement machinery for the prevention, suppression and sanctioning of breaches of such provisions, it may also include, in certain well defined circumstances a positive obligation on the authorities to take preventative operational measures to protect an individual whose life is at risk from the criminal acts of another individual'

Article 6 Right to a Fair Trial. It applies in its entirety when a person is detained/arrested/charged.

Article 8 Right to Respect for Private and Family Life. A public authority may interfere with the exercise of this right in accordance with the law and as is necessary in a democratic society in the interests of:-

- national security
- public safety or the economic well-being of the country
- the prevention of disorder or crime
- the protection of health or morals
- the protection of rights and freedom of others

Prohibition of Discrimination

By engaging any of the aforementioned Articles, there is the potential to engage Article 14 of the Convention. The enjoyment of the Rights and Freedoms set forth in the European Convention of Human Rights shall be secured without discrimination on any grounds, such as sex, race, colour, language, religion, political or other opinion, national or social origin, association with a national minority, property, birth or other status. Actions taken as a consequence of this policy will be applied fairly and impartially, having due regard to natural justice and human rights.

7.2 Diversity Equality Impact Assessment

A Diversity Impact Assessment is being carried out on this policy by the policy author.

7.3 Diversity (Human Resources)

In the application of this policy, the Force will not discriminate against any persons regardless of their gender, sexual orientation, race or ethnic origin, religion, age or disability.

7.4 Data Protection

As stated in the general principles of this policy Repeat Victimisation information recorded by Thames Valley Police constitutes 'personal' and possibly 'sensitive' personal data as defined by the data Protection Act 1998, and will be processed in accordance with the principles of the Act.

7.5 Freedom of Information Act

This policy is available to the general public and may be placed on the Thames Valley Police Freedom of Information Publication Scheme internet site. Appendix A is exempt from publication in its entirety by virtue of Section 31 of the Freedom of Information Act 2000.

7.6 Protective Markings

This policy has been assessed as NOT PROTECTIVELY MARKED

7.7 Health & Safety at Work

There are no specific Health and Safety issues involved in this policy

8.0 Monitoring and Review

8.1 Links to Best Value/PPAF/Priorities/Performance Indicators

This policy has been drafted to take into account the Best Value Review of Crime Investigation.

This policy contributes to the following Strategic Objectives:

- Provide an effective, timely response focused on the needs of the citizen
- Improve our performance by getting better at what we do
- Better protect the public from the risk posed by predatory offenders
- Be ready and equipped to deal with major crime and critical incidents

8.2 Review Process

The areas covered by this policy are open to scrutiny by H.M. Inspector of Constabulary during official inspections.

This policy document will be reviewed annually. The policy owner must review it in conjunction with the Force Crime Registrar and the Performance Information Department to ensure the policy continues to reflect Home Office Counting Rules and other Home Office performance data requirements. The review will take into account the following criteria:-

- Changes in legislation
- Court rulings – Domestic, European and Human Rights
- Examples of good practice from other Forces or other organisations
- Changes in Home Office Circulars
- Developments with ACPO Policy Unit

- Representations made by individuals and relevant organisations
- Relevant diversity data