

# Warden Monthly Report

Horsham – APRIL

<b>Patrol hours TOTAL:</b>	<b>20.84</b>	<b>ASB incidents TOTAL:</b>	<b>19</b>
Foot (high visibility) – Denne	8.92	Noise	0
Foot (high visibility) – Forest	7.67	Neighbours	0
Foot (high visibility) – Trafalgar	4.25	Driving/vehicles	6
<b>Notices/warnings TOTAL:</b>	<b>4</b>	Bikes	12
Fixed Penalty Notice	0	Alcohol/drugs	1
Yellow card warning	0	Public order	0
Community Protection Warning/Notice	1	<b>Clear up/disposal reports TOTAL:</b>	<b>13</b>
Parking alert	3	Fly tipping / flyposting	1
<b>Police reports TOTAL:</b>	<b>5</b>	Graffiti	1
Phone (including 101 and 999)	2	Dog fouling	0
Email	3	Litter	0
Intelligence report	0	Drug litter	5
E-CINS (multi-agency reporting)	0	Hazards	6
Verbal	0		
		<b>Community events attended</b>	<b>0</b>
<b>Admin</b>	<b>21.5</b>	<b>School contact/engagement</b>	<b>0</b>
<b>Visits to vulnerable people (all ages)</b>	<b>2</b>	<b>Reports to DVLA</b>	<b>0</b>
<b>Signposting</b>	<b>3</b>	<b>Reports to Operation Crackdown</b>	<b>0</b>
<b>Safeguarding referral</b>	<b>1</b>		

This month's report reflects roughly one week of our normal duties as Neighbourhood Wardens. As such, the statistics quoted on this report have been largely skewed by our activity on the Red Response Team (HDC staff that step in to delivery emergency food and medication to those that are self-isolating with no support available) in the Council's efforts to help support those in need during the Covid-19 lockdown. Our time spent on the Red Response Team has not been included in the statistics as we spent time out of our area and the timings have proved very difficult to track accurately. We have now returned to our Warden role and are stepping away from the Red Response Team, although are providing some cover when needed.

## ASB/crime/criminal damage

### Denne –

- Reviewed CCTV on request of Sussex Police (Piries Place car park).
- Sent monthly fire report to Horsham Fire Station Watch Manager.
- Advised a resident to contact Police to report a breach of Covid-19 regulation regarding street drinkers (Causeway).
- Reported damaged cordon tape and bin covers to Park's for replacement. These measures were put in place to close exercise equipment and some bins off from use (Horsham Park and Garden of Remembrance).

### Forest –

- Forwarded reported areas of high footfall/groups congregating to the Police where numbers of people have been seen not following social distancing guidance (Chesworth Lane/Chesworth Farm). Requested signs be placed at Chesworth Farm advising people stay home/to keep to social distancing.
- Signposted a resident to report breaches of social distancing to the Police (Chesworth Farm).
- Reported a breach of Covid-19 regulations to Police.
- Called the Police to report an aggressive male who was claiming to have symptoms of Covid-19.

## Trafalgar –

- Signposted a resident to report directly to Sussex Police regarding groups congregating and smoking cannabis (Rookwood Golf Course area) and forwarded this on to the police for awareness of people seen not to be following social distancing guidance.

## Parking/vehicles

### Denne –

- Reported a delivery driver that was obstructing the highway to the delivery company (Maderia Avenue).
- Spoke with the driver of an electric scooter and made them aware that they couldn't be used on public highways. They agreed to scoot without the electric (East Street).
- Spoke with the owners of three vehicles regarding parking on pedestrian walkways to make deliveries and have sought advice from the Town Centres Manager to clarify expectations during the lockdown. This will be communicated as necessary to shops that are operating.

### Forest –

- Issued parking alerts:
  - 2 x Queensway for parking on HDC land without permission.
- Raised a query with the parking services team regarding vehicles staying overnight (Chesworth Farm).
- Made queries on behalf of Friends of Chesworth Farm to help with a development proposal for the car park.

### Trafalgar –

- Issued 1 parking alert to a car parked too close to a junction (Trafalgar Road).

## Fly tipping/littering/graffiti

### Denne –

- Removed and reported 1 empty cannabis bag (Garden of Remembrance).
- Reported graffiti (Garden of Remembrance).

### Forest –

- Reported abandoned belongings for removal (Bennetts Field).

### Trafalgar –

- Removed and reported 4 empty cannabis bags (Riverside Walk, near Redford Avenue).

### All –

- Provided statements and coordinated the organisation of documents to support the legal team in a flyposting case that we have been involved in.

## Community engagement/events/meetings

### Denne –

- Nothing to report.

### Forest –

- Nothing to report.

### Trafalgar –

- Nothing to report.

### All –

- Online training – Collaborative Problem Solving for Community Safety.
- Online training – Friends Against Scams.

## Patrols (foot/visible and car)

### Denne –

- Causeway
- Gardens of Remembrance
- Denne Road cemetery
- Pump track
- West Street
- Carfax

### Forest –

- Bennetts Field
- Queensway
- Chesworth Farm

### Trafalgar –

- Victory Road Recreation Ground
- Riverside walk

## Elderly and youth

### Denne –

- Checked on the welfare of a vulnerable person.

### Forest –

- Nothing to report.

### Trafalgar –

- Nothing to report.

## Licensing

### Denne –

- Nothing to report.

### Forest –

- Nothing to report.

### Trafalgar –

- Nothing to report.

## Dog related issues

### Denne –

- Nothing to report.

### Forest –

- Nothing to report.

### Trafalgar –

- Nothing to report.

## Cycling

### Denne –

- Asked cyclists to dismount/walk on pavement:
  - 2 x Talbot Lane
  - 1 x West Street
  - 1 x Railway underpass (Park side)

### Forest –

- Asked cyclists to dismount/walk on pavement:
  - 2 x Railway underpass (Winterton Court side)
  - 1 x New street

### Trafalgar –

- Asked cyclists to dismount:
  - 5 x North Parade

## Parish specific/other

### Denne –

- Found glasses and a mobile and handed into Swan Walk lost property (Medwin Walk).
- Telephone introductions with a new housing officer to discuss an ongoing case of a vulnerable person they have been trying to contact to assess their needs during the Covid-19 isolation.
- Reported a broken light in Swan Walk car park.

### Forest –

- Started developing the wording for a CPN (Community Protection Notice) to be issued for a newly emerged persistent parking issue, with the help of the Council's legal team.
- Made a Streetlink referral for a person that appeared to be sleeping rough in a tent in Bennetts Field. A second attempt was made and we were able to check on the person's welfare.

### Trafalgar –

- A resident reported a suspected illegal rental property, this was passed onto the housing team.
- Advised a resident over a parking concern (Hill Mead).

## Coronavirus

- We were part of the Red Response Team for Horsham and the surrounding area. As such we picked up emergency shopping and prescriptions and delivered them to residents that are self-isolating. We have also been providing cover for processing support requests for emergency cases when needed.
- We delivered 29 free food packages (provided by Food2Boot) to residents in need.
- Delivered supplies to volunteer hubs across the District (Slinfold, Forest).
- Taped off an area of the Causeway and displayed signs where people had been seen congregating on the benches. We also replaced closure signs in Horsham Park that had fallen down on some of the equipment.
- Made enquiries into provisions being made by local shops to vulnerable people based on feedback received by HDC from the public.
- Created a guidance document for the Red Response Team to aide with the handover of our role to other redeployed staff during the Covid-19 lockdown, as we are now returning to normal duties.
- Created an action plan to focus our efforts during the lockdown, and to look forward on how to phase our return to our regular duties once lockdown has ended.