



Shropshire Safeguarding Community Partnership

Anti-Social Behaviour Case Review (also known as Community Trigger) Referral Form

Please read Shropshire Safeguarding Community Partnership's Anti-Social Behaviour Case Review process document alongside this referral form for more details about the process of a review.

What is anti-social behaviour?

Anti-Social Behaviour is defined as behaviour that causes harassment, alarm or distress to a member or members of the public. This can be a one-off event or a series of events over a period of time.

Anti-Social Behaviour can be harassment, intimidation, abusive language, criminal damage/damage to property, threats of or actual physical violence. These incidents can happen online or in person. This list is not exhaustive and may include particular events that have affected you.

Personal Details

Please provide details so that we can deal with your request. The details you provide will not be shared with the person who is causing the Anti-Social Behaviour. It will be used to gather information from agencies about the situation.

An Anti-Social Behaviour Case Review can be used by an individual or any person on behalf of a victim, for example a family member, friend, carer, councillor, Member of Parliament, or other professional person. If you are completing this form on behalf of someone else, then please provide details of the person affected by this issue. We will use this to ask any further questions or provide feedback on your referral as necessary. Please provide written consent from the affected person giving permission for you to request an anti-social behaviour case review.

Your details will not be shared with agencies outside of the Shropshire Safeguarding Community Partnership but will be stored in line with Data Protection principles. In order to progress this referral, we will need to share the details on this form with other agencies. By completing this form, you are consenting to this.

Anonymous Anti-Social Behaviour Case Review referrals will **not** be accepted.

Section A: Are you the victim Yes/ No? *

Yes ☐ No ☐

Section B: Details of the victim

| | |
|---------|--|
| Name | |
| Address | |

| | |
|---------------------------------------|--|
| Post Code | |
| Email | |
| Contact Tel. Number | |
| How would you prefer to be contacted? | |

Section C: Details of the representative

| | |
|---------------------------------------|--|
| Name | |
| Address | |
| Post Code | |
| Email | |
| Contact Tel. Number | |
| How would you prefer to be contacted? | |

Section D: Details of Incident(s) *

Please give us the details of the last three incidents of Anti-Social Behaviour that have happened. There will be chance for you to tell us about others at another time.

Incident 1

| | |
|---|---|
| Date and Time of Incident* | |
| Location of Incident* e.g. at your property / in a public space | |
| Who did you report it to? (Council / Police / Social Landlord / Other (please specify) *) | Name of Organisation: Name of person spoken to (if known): |
| Incident / Reference Number (if known) | |

Please use the space below to describe what happened

| |
|--|
| |
|--|

Incident 2

| | |
|--|---|
| Date and Time of Incident* | |
| Location of Incident* e.g. at your property / in a public space | |
| Who did you report it to? (Council / Police / Social Landlord / Other (please specify) * | Name of Organisation: Name of person spoken to (if known): |
| Incident / Reference Number (if known) | |

Please use the space below to describe what happened

| |
|--|
| |
|--|

Incident 3

| | |
|---|---|
| Date and Time of Incident* | |
| Location of Incident* e.g. at your property / in a public space | |
| Who did you report it to? (Council / Police / Social Landlord / Other (please specify) *) | Name of Organisation: Name of person spoken to (if known): |
| Incident / Reference Number (if known) | |

Please use the space below to describe what happened

Please use the space below to tell us about the impact the above incidents have had on you:

It is useful for us to know:

- How it made/makes you feel
- If you have suffered any injuries (physically/emotionally)
- Have you had to spend any money?
- Has it affected other members of your household?
- Has it changed your daily life and behaviour?

What happens next

Please return your completed form to the Shropshire Safeguarding Community Partnership Business Unit

Email: sscpbusinessunit@shropshire.gov.uk

Post: SSCP Business Unit, c/o Shirehall, Abbey Foregate, Shrewsbury SY2 6ND

Your referral will be acknowledged within two working days of it being received by the Business Unit. The Lead Officer for Anti-Social Behaviour Case Reviews will send out information forms to local agencies and also arrange to speak with you either on the phone or by virtual technology. This will help them to find out more details about what has been happening and how you have been affected.

Once this has happened it will be determined if the threshold for an Anti-Social Behaviour Case Review has been met.

Shropshire's Anti-Social Behaviour Case Review criteria is as follows:

Local agencies are required to carry out a review into their response to a complaint of anti-social behaviour or hate crime if the threshold has been met which is:

- The same individual has made three or more reports about anti-social behaviour in the past six months;
- or
- one incident or crime motivated by hate in the last three months

(NB: the anti-social behaviour incident must have been reported within one month of the alleged behaviour taking place and the application to use an Anti-Social Behaviour case review must be made within six months of the report of the anti-social behaviour).

You will be notified about the outcome of this decision and about what will happen next. This referral form should also be read alongside the Anti-Social Behaviour Case Review process document which can be found [here](#).