

Rottingdean Parish Council

Crime & Anti-Social Behaviour Policy

1. Purpose

This policy sets out how Rottingdean Parish Council (RPC) responds to, records, and escalates concerns relating to crime and anti-social behaviour (ASB) within the parish. Its aims are to:

- Support residents in reporting issues to the correct authority
- Ensure the Council maintains accurate records of local concerns
- Promote a safe, welcoming environment for residents, businesses, and visitors
- Work collaboratively with Sussex Police, Brighton & Hove City Council (BHCC), community groups, and partners

2. Definition of Anti-Social Behaviour

Under the Anti-Social Behaviour Act 2003, ASB is behaviour **“likely to cause harassment, alarm or distress to persons not of the same household.”**

ASB in Rottingdean is rare, but we have been made aware of some incidents, including:

- Harassment, intimidation, verbal abuse, or threatening behaviour
- Vandalism or damage to property (e.g., seafront shelters, play areas, benches)
- Drug-related activity or substance misuse
- Public disorder, rowdy behaviour, or nuisance gatherings
- Persistent noise nuisance
- Environmental crime such as graffiti, littering, dog fouling, fly-tipping, or misuse of public spaces

Criminal offences (e.g., assault, theft, dangerous driving, drug dealing) must always be reported directly to the police.

3. Scope

This policy covers:

- How RPC receives and logs reports
- How issues are signposted or escalated
- How the Council works with statutory agencies

RPC is **not** an enforcement body and cannot investigate crime or ASB. It acts as a community conduit and advocate.

4. Responsibilities

4.1 The Clerk

- Acts as the central point for receiving ASB-related correspondence
- Maintains the Council's ASB incident log
- Liaises with Sussex Police, BHCC officers, and other partners
- Ensures data is handled in line with GDPR
- Provides updates to the Council

4.2 Councillors

- Support residents by signposting to the correct reporting routes
- Attend the Local Action Team meetings
- Share factual information already in the public domain
- Report issues they observe to the appropriate authority
- Avoid direct intervention with perpetrators

4.3 Chair of the Council

- Acts as spokesperson when required
- Works with the Clerk to escalate serious or persistent issues

5. Reporting Crime or ASB

5.1 When to contact the Police

Residents should report to Sussex Police when behaviour is threatening, criminal, or dangerous, including:

- Threatening or abusive behaviour
- Drug dealing or drug misuse
- Vandalism or criminal damage
- Vehicle crime or dangerous driving
- Public disorder

Emergency: Call **999**. **Non-emergency:** Call **101**, use Sussex Police online reporting, or visit a police station.

Anonymous reporting: **Crimestoppers – 0800 555 111**

5.2 When to contact Brighton & Hove City Council

BHCC is responsible for:

- Noise, smoke, light, and other statutory nuisances
- Environmental crime (fly-tipping, graffiti, littering, dog fouling)
- Housing-related ASB (tenancy breaches, neighbour disputes)
- Community Safety Team interventions

Reports can be made via the BHCC website or the Environmental Health team.

5.3 When to contact Rottingdean Parish Council

Residents may contact RPC when:

- They want the Council to be aware of recurring issues
- They believe a location requires environmental improvement, design changes, or monitoring
- They want concerns raised with BHCC, Sussex Police, or other partners
- They wish to contribute to community safety discussions

RPC will:

- Log the concern
- Signpost the resident to the correct reporting route
- Raise patterns or hotspots with partners
- Consider environmental or preventative measures within its powers

6. Use of CCTV

Domestic CCTV and doorbell cameras are regulated by the Information Commissioner's Office (ICO). Concerns about misuse should be directed to the ICO.

RPC does not operate public CCTV. Any future proposals would require consultation, a Data Protection Impact Assessment (DPIA), and compliance with data protection law.

7. Incident Logging

When residents contact RPC, they will be asked—where possible—to provide:

- Date and time of the incident
- Location

- Description of what happened
- Who was involved
- Whether others were affected
- Whether it has been reported to Police or BHCC

Keeping a personal diary/log is recommended for ongoing issues.

The Clerk will maintain a confidential log for Council use.

8. Partnership Working

RPC will work collaboratively with:

- **Sussex Police** (including the local PCSO)
- **BHCC Community Safety Team**
- **BHCC Environmental Enforcement**
- **The Local Action Team**
- **Local schools, youth services, and community groups**
- **Local Neighbourhood Watch Teams**
- **Neighbouring parish councils** where issues cross boundaries

The Council may request attendance at meetings, share anonymised data, or participate in joint initiatives.

9. Council Actions and Limitations

RPC **can**:

- Advocate for residents
- Raise issues with statutory agencies
- Support environmental improvements (lighting, planting, signage, design changes)
- Promote community safety campaigns
- Facilitate dialogue between partners

RPC **cannot**:

- Investigate crime
- Intervene directly with perpetrators
- Enforce laws or issue penalties

- Share personal data without lawful basis

10. Communication

RPC will:

- Provide clear signposting on its website
- Publish non-confidential updates in minutes and newsletters
- Share factual information on social media
- Avoid naming individuals or sharing sensitive details

Adopted September 2026