

Enfield Community Safety MARAC REFERRAL FORM

Please email completed form by secure email to: NAMailbox-CommunityMarac@met.police.uk

If you do not have a secure email please contact your Community Safety MARAC point of contact or call Partnership & prevention Hub: 0208 345 4400

	Yes (Please tick)		No (Please tick)	
Is there a Domestic Violence element to the case?	☐	Please refer to Domestic Violence MARAC	☐	Continue to the vulnerability assessment matrix for your agency
Do you believe there are risk facing the children in the family?	☐	Notify your line manager and/or safeguarding lead and whether or not a referral has been made to children's services.	☐	Continue to the vulnerability assessment matrix for your agency
Do you have any concerns of child sexual exploitation?	☐	Notify your line manager and/or safeguarding lead and whether or not a referral has been made to children's services.	☐	Continue to the vulnerability assessment matrix for your agency

REASON FOR REFERRAL – NEW CASES

Please consider the following options below as your reason for considering this referral as high risk

MANDATORY

All ASB cases that have not been resolved within 3 months with complex issues should automatically be referred to the Enfield Community Safety MARAC

1) POTENTIAL ESCALATION: There have been a number of incidents involving the same individual in the last 6 months and they are increasing in severity or frequency:

2) PROFESSIONAL JUDGEMENT: You as a professional consider the individual to be high risk (risk of serious harm or death).

Please take into consideration the victim's own perception of risk and:

- A) Impairment that may limit mobility or capacity/learning difficulties
- B) Mental health issues
- C) Drug or alcohol misuse
- D) Limited support network
- E) Other – Please describe below

3) VISIBLE HIGH RISK: The score on the Risk Assessment. If your score hits 27+ the case would meet the threshold

What is the Enfield Community MARAC?

The Enfield Community MARAC is a meeting where information is shared on the highest risk/complex cases in relation to ASB/Crime between representatives of the local authority, local police, mental health services, housing practitioners, safeguarding advisors and other specialists from the statutory and voluntary sectors.

After sharing all relevant information they have about the individual at risk, the representatives discuss options for increasing the safety of the individual and turn these into a co-ordinated action plan.

The focus of the Enfield Community MARAC is managing the risk to the individual at risk, but in doing this, it will also consider other persons affected including managing the behaviour of any perpetrator. The Panel will decide on the best approach to managing the overall risk to the person/community at large and on effective safety planning strategies.

Information shared at the Enfield Community MARAC is confidential and is only used for the purpose of reducing the risk of harm to those at risk.

The Enfield Community MARAC is not an agency and does not have a case management function. **The responsibility to take appropriate actions rests with individual agencies; it is not transferred to the Enfield Community MARAC.**

Who should be referred?

An individual at risk should be referred to the Enfield Community MARAC if they are vulnerable or at risk to either themselves or others. Completion of the risk scorecard will allow you to establish whether the individual meets the threshold for referral (scores 27+).

The case may be complex or involve a multi-agency approach. The case may be unusual but should not fall under the responsibility of another Panel such as the DV MARAC, MAPPA, Mental Health Panel, etc. If following completion of the scorecard, the score is less than 27 the individual will remain with the referring agency for routine actions.

Details of Agency referring case

Agency	
Name of Officer	
Contact Details	
Team	
Date of referral	
Please list the partners already involved in this case that you would like to invite to the Community Safety MARAC – please provide name and contact details	

For use of Enfield Community MARAC

Date referral received	
Officer receiving referral	
Reference number allocation	
Date to be presented to Community Safety MARAC	
Officers and agencies to invite	

Section 1: Please complete details of known victims or offenders

Victim details				
Name (include any aliases)				
Date Of Birth				
Male / female / trans*				
Address (& landlord if known)				
Ethnicity				
Is it perceived to be a Hate Crime?				
Do they have a Disability (Defined by the Disability Discrimination Act (DDA) "a disabled person is someone who has a physical or mental impairment that has a substantial and long-term adverse effect on his or her ability to carry out normal day-to-day activities.")				
Consent given for a support services to contact victim/s				
Is victim/s safe to contact? (Y/N) If Yes please include safe contact details (e.g. mobile/ email & any specific hours safe to contact)				
Perpetrator(s) of abuse details				
Name(s) (include any aliases)				
Date(s) Of Birth				
Male / female / trans*				
Relationship to Victim				
Address (& landlord if known)				
Children (under 18s only)				
Victim/s Pregnant – Yes/ No?				
Names of children (under 18)	Date of Birth	Child of Perpetrator (P) Victim (V)	Address - if diff. to V/S's	School If known
BASIS OF REFERRAL & RELEVANT RISK FACTORS				
<i>Include the date of the recent disclosure or incident that led to the referral to Enfield Community MARAC; What support has been offered and/or taken up by the victim.</i>				
Is Victim/s aware of Enfield Community Safety MARAC Referral? (Yes/No) If No, please state why:				
Consent given for Referral? (Yes/No) If No, please state why				

This scorecard is designed to help you identify vulnerable individuals. It should be used as a guide and in combination with your own judgement to help ascertain what support and protection is required in any given situation. All action taken as a result of your assessment should be discussed with the individual to ensure it meets their needs. This Risk Assessment Scorecard is adapted from the Risk Assessment Matrix which was published by the Home Office and NPCC in 2016. Upon completion of this scorecard, does the individual meet the threshold for referral to the Enfield Community MARAC?

History	1. On a scale of 1-5 (with 5 being the worst) what is the frequency of issues arising regarding the individual?	5 3 2 1 0	Daily Most days Most weeks Most months Only occasionally
	2. Is the current incident linked to previous incidents?	2 0	Yes No
	3. Do you think that incidents are happening more often and/or are getting worse?	2 0	Yes No
	4. Does the individual know the victim/perpetrator?	2 1 0	They know each other well They are 'known' to each other They do not know each other
	5. On a scale of 1-6 (with 6 being the worst) has the individual been involved or been subjected to harassment or intimidation?	6 4 2 0	Daily Weekly Monthly Never
	6. Have you been in contact with or informed other agencies about what has happened?	0 1	Yes No
	7. Have you been threatened?	3 2 0	Physically Verbally No
Vulnerability	8. Which of the following do you think that this incident deliberately targeted	4 3 1 0	The individual The individuals family The individuals Community None
	9. Do you feel that this incident is associated with the individual's faith, nationality, ethnicity, sexuality, gender or disability?	3 0	Yes No
	10. In addition to what has happened, do you feel that there is anything that is increasing the individuals or their household's personal risk (e.g. because of personal circumstances)	3 0	Yes No
	11. How affected is the individual?	5 3 2 1 0	Extremely affected Affected a lot Moderately affected Affected a little Not at all
Support	12. Has the individuals or anyone's health been affected as a result of this and any previous incidents?	3 3	Physical health Mental health
	13. Does the individual have a social worker, health visitor or any other type of professional support?	1 0	No Yes
	14. Does the individual have any friends and family to support them?	3 2 1 0	The individual lives alone and is isolated The individual is isolated from people who can offer support The individual has a few people to draw on for support The individual has a close network of people to draw on for support
	15. Apart from any effect on the individual, do you think anyone else has been affected?	3 1 1 1	Local community The individuals family Other
	TOTAL SCORE:		
LOW Remain with referring agency for routine actions 0 - 15		MEDIUM Remain with referring agency for routine actions 16 - 26	
		HIGH Refer to case management panel for problem solving 27 +	

For consideration by professional:

Is there any other relevant information (from victim or professional) which may increase risk levels? Consider victim's and/or perpetrator's situation in relation to **disability, substance misuse, mental health issues, cultural/language barriers**.

What are the victim's greatest priorities to address their safety?

Do you believe that there are reasonable grounds for referring this case to Enfield Community MARAC?

Yes / No

If yes, please give details?

Signed:

Date:

Do you believe that there are risks facing the children or a vulnerable adult in the family? Yes / No

If yes, please confirm if you have made a referral to safeguard the children or adults : Yes / No

Date referral made.....

Signed	
Print Name	
Date	

Guidance on making a referral to the Enfield Community MARAC

CMARAC threshold

The Enfield CMARAC has three criteria by which a case can meet the threshold:

Criteria One: Potential Escalation

- Increased reports relating to the victim/s in the past 6 months.
- This criterion can be used to identify cases where there is not a positive identification of a majority of the risk factors on the list, but where abuse appears to be escalating and where it is appropriate to assess the situation more fully by sharing information at the Enfield Community MARAC.
- Any cases that potentially meet the Community Trigger threshold.

Criteria Two: Professional Judgement

- If a professional has serious concerns about a victim's situation, they should refer the case to The Enfield Community MARAC.
- There will be occasions where the particular context of a case gives rise to serious concerns even if the victim has been unable to disclose the information that might highlight their risk more clearly. **This could reflect extreme levels of fear, learning difficulties, cultural barriers to disclosure, language barriers, or information held by the agency about the offender, not known to the victim.**
- This judgement would be based on the professional's experience and/or the victim's perception of their risk even if they do not meet criteria 1 and/or 3 below.

Criteria Three: 'Visible High Risk'

- The score on the Risk Assessment. If your score hits 27+ the case would meet the referral threshold.

Please pay particular attention to a practitioner's professional judgement in all cases. **The results from a checklist are not a definitive assessment of risk.** They should provide you with a structure to inform your judgement and act as **prompts** to further questioning, analysis and risk management whether via a Enfield CMARAC or in another way.

Enfield CMARAC repeat case

A repeat MARAC case is one where any of the following types of behaviour have taken place within 6 months of a victim's first referral to Enfield Community MARAC:

- Violence or threats of violence to the victim; or
- Where there is a pattern of harassment; or
- Targeted hate crime is disclosed

Where these criteria are met, the victim should be re-referred to Enfield Community MARAC regardless of whether they meet the Enfield CMARAC threshold.

CMARAC meetings

CMARAC meetings are held the third Thursday of each month.

Referrals must be received 10 days preceding the Enfield CMARAC meeting and must include a completed:

- Risk Indicator Checklist;
- Referral Form; and

Referrers should ensure that they are using the most recent copies of these documents

Any electronic information shared between agencies, including referrals, must be sent via *secure protected email*

If you have any enquiries, contact the Partnership & Prevention Team on: 0208 345 4400 or email:

NAMailbox-CommunityMarac@met.police.uk