OPERATION ACORN REFERRAL FORM

What is Operation Acorn?
- This is a coordinated project run by the local authority and police, working with local charities to identify persons and/or properties that may be vulnerable to residential burglaries and offer crime prevention advice and carry out small works to help reduce the risk. This is a pilot initially restricted to Tollington ward.

How does it work?
- You must be signed up to the Information Sharing Agreement. Please contact Operationacorn@islington.gov.uk to get a copy of this or to ask any questions.
- The project aims to support vulnerable people. Eligibility criteria can be found below. However, we also offer you the opportunity to refer someone based on your own professional judgment (i.e. if the resident doesn't meet the criteria, but you feel they would benefit from the project.
- We ask for you to speak with the resident who you are referring, explaining what the project is about and asking them for consent to take part in this pilot.
- Send the completed referral form to Operationacorn@islington.gov.uk and once accepted, either a joint visit between a Community Safety Officer and a Police Officer or a telephone consultation will be arranged with the resident.
- During the site visit or telephone consultation crime prevention advice may be given and an assessment of the property completed. A pack of useful information will be shared with the resident. Recommendations will be made to the resident about any small works. These may include (this list is not exhaustive)
  - **Door chains with artifice burglary prevent notices to hang on the door**
  - **Window locks**
  - **Light repairs**
  - **Door locks**
  - **Panic alarms connected to police lines**
  - **Smart water (officers assist applying liquid to premises to ensure its complete and accurate)**
  - **Temporary/permanent alarm systems in some circumstances**
- Any works would be booked in. We have agreement from some housing providers who said they would be happy for their repairs team to carry out the work. Otherwise, we will use council approved businesses. Consent would be required (either through resident or referring organisation) before any works are completed.
- Any resident who does not have the capacity to give consent, the referring agency can still make the referral, however the person making the referral must be present during the joint visit and during the time any works are completed.
- The Community Safety team would make one further contact with the resident to check the works carried out were complete and to an acceptable standard.
- We will feed back any outcomes to the referring agency (such as what advice was provided and any works done).
- Please contact Operationacorn@islington.gov.uk if you have any questions.

Referral criteria:
Operation Acorn is available to a household **who has at least one person who is aged 65+** and who meets one or more of the other criteria. Please use professional judgment when discussing with resident, you do not need proof.
- **Age** – Is the resident aged 65+?
- **Health** - Do you consider the person to have any medical health concerns?
- **Mental health concerns** - Do you consider the person to have any mental health concerns?
- **Disability/mobility** - Does the person have any disabilities or mobility problems?
- **Wealth** - Is this person on a low income/ Universal Credit?
- **Repeat victim** – Is this person a repeat victim of residential burglary?

You can also refer someone based on your own professional judgment (i.e. if the resident doesn't meet the criteria, but you feel would benefit from the project). Please outline your reasons in **section 1.1** below.

1.0 REASON FOR REFERRAL – CRITERIA - Please answer Yes (Y) or No (N) for each of the following criteria.

Criteria	Notes	Y/N
Age	**Is the resident aged 65 or over?**	
Health	**Do you consider the person to have any medical health concerns?**	
Mental health concerns	**Do you consider the person to have any mental health concerns?**	
Disability/mobility	**Does the person have any disabilities or mobility problems?**	
Wealth	**Is this person on a low income/ Pension Credit or Disability Living Allowance/ Other benefit?**	
Repeat victim	**Is this person a repeat victim of residential burglary?**	

1.1 Is there anything else that makes this person/household vulnerable to burglary? If so, please explain.

Resident Name	
Date of birth	
Gender	
Ethnicity	
Address	
Contact Number	
E-Mail address	
Sexual Orientation	

Covid-19: Officers attending a site visit would maintain social distance, remain outside where possible, would be wearing a mask and gloves and would complete a risk assessment before attending. Please advise us before your site visit if you develop any Covid-19 symptoms or are self-isolating and we can rearrange. If you do not feel comfortable with a site visit, we can arrange a telephone consultation.

I would prefer a telephone consultation	

Please explain the project to the resident(s) who are being referred above and read the following statement. If they consent, please tick the box below. They can opt out of the project by e-mailing Operationacorn@islington.gov.uk or by phoning **0207 527 3348**

I have given consent to share the data provided on this form with Islington Council and the Metropolitan Police Service who will make contact to arrange a joint visit and discuss the project further.	

HOW WE STORE AND PROCESS YOUR DATA

Your data will be stored on the Council's secure SharePoint site, will be password protected and will only be accessed by the Community Safety Officers (North Cluster) and your Neighbourhood Policing Team who are co-ordinating this project. Your contact details and any other details you provide us with will only be used for the purpose of the project outlined on page 1. We will keep your contact details on file for as long as the project operates for monitoring purposes or until you ask us to opt out of the project. You can opt out by e-mailing Operationacorn@islington.gov.uk or by phoning **0207 527 3348**.

If you would like to see the council's privacy policy, please see https://www.islington.gov.uk/about-the-council/information-governance/data-protection/privacy-notice

Referrer name	
Referrer organisation	
Referrer contact number	
Referrer e-mail address	