

**Manchester City Council  
Report for Resolution**

**Report to:** Communities and Equalities Scrutiny Committee – 7 September 2017

**Subject:** Hate Crime and Third Party Reporting Centres Task and Finish Group – Terms of Reference and Work Programme

**Report of:** Governance and Scrutiny Support Unit

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**Summary**

This report sets out the proposed terms of reference and work programme for the Hate Crime and Third Party Reporting Centres Task and Finish Group.

**Recommendations**

The Committee is invited to:

1. Agree the membership of the Task and Finish Group.
  2. Agree the terms of reference for the Task and Finish Group.
  3. Agree the work programme of the Task and Finish Group, which will be reviewed by the group at each of its meetings.
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**Wards Affected:** All

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**Contact Officers:**

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**Background documents (available for public inspection):**

None

**Appendices**

Appendix 1 – Terms of Reference  
Appendix 2 – Work Programme

## **1.0 Introduction**

- 1.1 At its meeting on 20 July 2017, the Communities and Equalities Scrutiny Committee considered a Community Safety Overview report, which included information on hate crime and heard from guests from two of the city's Third Party Reporting Centres (TPRCs). The Committee noted that more work was needed to promote TPRCs and to encourage people to report hate crime. The Committee agreed to establish a Task and Finish Group to consider the issues raised during the meeting in more detail and identify how the Council could take a more proactive approach.
- 1.2 The draft terms of reference and work programme for this Task and Finish Group are attached as appendices 1 and 2.

## **2.0 Membership**

- 2.1 Members are invited to express an interest in joining the Task and Finish Group.

## **3.0 Recommendations**

- 3.1 The Committee is invited to consider the draft terms of reference and work programme attached to this report, and make any amendments that they wish.
- 3.2 The Committee is also invited to agree the membership of the Task and Finish Group.

Title	Hate Crime and Third Party Reporting Centres (TPRCs) Task and Finish Group
Membership	To be confirmed
Lead Executive Members	Councillor S Murphy Councillor N Murphy
Strategic Directors	Fiona Worrall - Director of Neighbourhoods
Lead Officers	Sam Stabler – Community Safety Lead
Contact officer	Rachel McKeon – Scrutiny Support Officer
Objectives	<ol style="list-style-type: none"> <li>1. To determine how gaps in the coverage of TPRCs across the city can be addressed.</li> <li>2. To determine how awareness of TPRCs can be increased and how TPRCs and hate crime reporting can be promoted. To include any recommendations on how the True Vision hate crime reporting website could be improved.</li> <li>3. To determine what role Members can play in addressing hate crime and promoting reporting and how this can be embedded, in line with the Our Manchester approach.</li> </ol>
Key Lines of Enquiry	<ol style="list-style-type: none"> <li>1. To gain an understanding of the geographic spread of TPRCs, and the provision of TPRCs which reach particular communities of interest, and to identify any gaps.</li> <li>2. To consider how Members can identify opportunities to improve TPRC provision in their local areas.</li> <li>3. To consider how Members can promote the reporting of hate crime.</li> <li>4. To identify what training Members need in relation to hate crime.</li> </ol>
Operation	This Task and Finish group will report its findings to the Communities and Equalities Scrutiny Committee by submitting minutes to the Committee. The Task and Finish Group's final report will be submitted to the Committee, which will be asked to endorse its recommendations.
Access to Information	<p>Meetings of the Task and Finish Group will be open to members of the media and public except where information which is confidential or exempt from publication is being considered.</p> <p>Papers for the Task and Finish Group will be made available to members of the media and public on the Council's website and the main entrance to the Town Hall except where information which is confidential or exempt from publication is being considered.</p>
Schedule of Meetings	Meeting 1 – Date TBC Meeting 2 - Thursday 19 October 2017, 10 am Meeting 3 - Thursday 16 November 2017, 10 am
Commissioned	July 2017

**Communities and Equalities Scrutiny Committee  
Hate Crime and Third Party Reporting Centres Task and Finish Group  
Work Programme**

<b>Meeting 1 – Date TBC</b>				
Item	Purpose	Lead Executive Member	Lead Officer	Comments
Definition of Hate Crime	To receive information on the definition of Hate Crime, to include consideration of whether bullying or defrauding vulnerable people with autism is classed as a hate crime	Councillor S Murphy Councillor N Murphy	Sam Stabler	TBC
The Role of Third Party Reporting Centres (TPRCs)	To receive an oral report on the role of TPRCs, to include consideration of why some venues may decide not to become TPRCs	Councillor S Murphy Councillor N Murphy	Sam Stabler	
Overview of current TPRCs	To receive information on current TPRCs in Manchester, to include their geographic location and whether they reach a particular community of interest. To map this against the locations of recorded hate crime. To receive comparator data across Greater Manchester and other cities	Councillor S Murphy Councillor N Murphy	Sam Stabler	
Terms of Reference and Work Programme	To review and agree the Task and Finish Group's terms of reference and work programme, and consider any changes or additions that are necessary.		Rachel McKeon	

<b>Meeting 2 – Thursday 19 October 2017 at 10.00 am, Scrutiny Committee Room, Town Hall Extension (Report deadline: 10 October 2017)</b>				
Item	Purpose	Lead Executive Member	Lead Officer	Comments
Promotion of TPRCs and Hate Crime Reporting	To consider how TPRCs and the reporting of hate crime are promoted and how this can be improved. To include an overview of the True Vision website.	Councillor S Murphy Councillor N Murphy	Sam Stabler	
Terms of Reference and Work Programme	To review and agree the Task and Finish Group's terms of reference and work programme, and consider any changes or additions that are necessary.		Rachel McKeon	

<b>Meeting 3 – Thursday 16 November 2017 at 10.00 am, Scrutiny Committee Room, Town Hall Extension (Report deadline: 7 November 2017)</b>				
Item	Purpose	Lead Executive Member	Lead Officer	Comments
The Role of Members	To consider the role Members should play in promoting TPRCs and the reporting of hate crime. To include consideration of Members' training needs.	Councillor S Murphy Councillor N Murphy	Sam Stabler	
Terms of Reference and Work Programme	To review and agree the Task and Finish Group's terms of reference and work programme, and consider any changes or additions that are necessary.  To consider whether the three substantive meetings that the Task and Finish Group has had have been sufficient to meet the Group's objectives, or whether further meetings are necessary.		Rachel McKeon	
Final Recommendations	To agree the Task and Finish Group's final recommendations.		Rachel McKeon	

<b>Meeting 4 – TBC</b>				
Item	Purpose	Lead Executive Member	Lead Officer	Comments
Final Report	To agree the final report and recommendations of the Task and Finish Group		Rachel McKeon	