



Home Office

Crime Reduction & Community Safety Group

Tilley Awards 2008 Application form

Please ensure that you have read the guidance before completing this form. **By making an application to the awards, entrants are agreeing to abide by the conditions laid out in the guidance.** Please complete the following form in full, within the stated word limit and ensuring the file size is no more than 1MB. Failure to do so will result in your entry being rejected from the competition.

Completed application forms should be e-mailed to tilleyawards08@homeoffice.gsi.gov.uk.

All entries must be received by noon on **Friday 25th April 2008**. No entries will be accepted after this time/date. Any queries on the application process should be directed to Alex Blackwell on 0207 035 4811.

Section A: Application basics

1. Title of the project: 'Environmental Crime and Grime'-Blackburne Street/Brunswick Street, Garston, Liverpool 19

2. Key issue that the project is addressing e.g. Alcohol related violence:
The effect of environmental crime impacts on the whole persona of the community and impacts upon feelings of safety and community reassurance. Problem solving groups within the Neighbourhood have highlighted the need for actions and as a consequence Merseyside Police have led a multiagency joint operation involving The Environment Agency, Liverpool City Council, Enterprise Liverpool NEAT team (Neighbourhood Action Team), Liverpool Anti-Social Behaviour Unit and Business Crime Direct

Author contact details

3. Name of application author: Ian Mason

4. Organisation submitting the application: Merseyside Police

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Secondary project contact details

8. Name of secondary contact involved in the project: David Owen

9. Secondary contact email address: david.owen@Environment-Agency.gov.uk

10. Secondary contact telephone number: 01925 543596

Endorsing representative contact details

11. Name of endorsing senior representative from lead organisation: Chief Inspector Mark Smith

12. Endorsing representative's email address: Mark.Smith/AXIS@Merseyside.pnn.police.uk

13. For all entries from England & Wales please state which Government Office or Welsh Assembly Government your organisation is covered by e.g. GO East Midlands: **Government Office Northwest**

14. Please mark this box with an X to indicate that all organisations involved in the project have been notified of this entry (this is to prevent duplicate entries of the same project):

Section B: Summary of application - In no more than 400 words use this space to provide a summary of your project under the stated headings (see guidance for more information).

Scanning:

2.1 The location in Garston had suffered from a disproportionate amount of 'fly-tipping'-a term used for a form of environmental crime whereby, commercial and domestic waste is dumped in order to avoid any disposal charges. The area concerned is situated in an open space between a housing estate, and on the periphery of an industrial estate. Demand for action to tackle the problem came about due to the time consuming and costly interventions required by the council and emergency services to deal with issues at this location and the concerns of local residents and councillors regarding the negative impact the increasing level of waste was having on the community. The location concerned has been subject to a multi-million pound investment programme to improve conditions in the estate and this in itself has attracted private investment in the form of private housing stock and the establishment of the Estuary Business Park.



Analysis:

Dumping of waste was leading to more dumping including domestic waste. The appearance of neglect was then attracting youths from nearby who engaged in anti-social behaviour. Partnership meetings discussed this problem, which included loss of revenue to the Industrial Estate owners, the increasing cost of removal of the waste, borne by the City Council- £8,000 in the previous year. Data from Merseyside Fire Service detailed 19 call outs in the previous 12 months to secondary fires in that area.

Liverpool City Council, through its Neighbourhood Manager identified this location as one of particular concern to residents in the area, as it was causing a hazard to health, and causing blight to the local area with local people feeling disheartened and neglected.

Response:

The partnership 'headlines ' for this project were:

1. 3-month period of covert surveillance conducted by Environment Agency
2. Collation/assessment of video evidence, arrests of suspects conducted by Police
3. Interview of suspects by Enterprise Liverpool NEAT team/Environment Agency officers
4. Prosecution of offenders
5. One off clear up of site and installation of gate to prevent access
6. Schools competition-poster design
7. Neighbourhood services deployed staff to engage with the community to glean intelligence and establish improved relations

Assessment:



1. 2 offenders pleaded guilty at Court.
2. Improvements in satisfaction/confidence of local community
3. Increased feelings of responsibility on behalf of the schools and young people
4. No further clean up expense by Council after previous years spend of £8000 at the location.
5. 37%Reduction in call outs for Fire Service-economic saving of £13,166

State number of words: 399.

Section C: Description of project - Describe the project in no more than 4,000 words. Please refer to the full guidance for more information on what the description should cover, in particular section 11.

Scanning

A local partnership group has been established within the South Liverpool Neighbourhood Management Area for over 3 years. This group is titled the South Joint Agency Group (SJAG) and meets once a month to address community concerns regarding crime and disorder. This Group has an annual budget of £20,000.

In January 2006 the partnership identified that Fly tipping in the Garston area of South Liverpool was a major priority. Work to address the level of Fly tipping at the site on Blackburne Street, Liverpool 19 commenced in May 2006 when the SJAG highlighted the concern of local residents and allotment users at the side of the Weaver Industrial Estate. Complaints had been made over a number of years that the area had turned into an 'unofficial' tipping area and action was required to address this situation. The partner agencies initially involved Merseyside Police, Liverpool City Council, Enterprise Liverpool, Environment Agency, Merseyside Fire and Rescue service and Business Crime Direct. The aim of the activity was to reduce the amount of rubbish being dumped, reduce the amount of money being spent clearing up such dumped materials, including responding to fires resulting from rubbish fires, improving the general appearance of the areas concerned and to catch and prosecute the offenders. This would be allied to an educational exercise with local school children to encourage greater respect for their environment and clearly indicate that fly tipping was an offence.

Merseyside Fire and Rescue service identified a sharp increase in the number of secondary fires at the location during July 2006. These fires although small in nature had the potential to develop given the close proximity of the Industrial Estate and the amount of combustible materials being dumped at the location. Neighbourhood Services also had a number of complaints about the long-term nature of this problem which if anything was worsening. Complaints had been made over a number of years that the area had turned into an 'unofficial' tipping area and action was required to address this situation. These complaints were voiced by allotment holders to local councillors at a local Area Committee Meeting where the health implications of the situation were highlighted, as well as the detraction of the physical environment. It became evident to the then membership of the SJAG that the group lacked expertise in identifying what range of offences were being committed and what powers of enforcement were available. There was an initial question raised by the Group that the land where the fly tipping was taking place, was either land owned by the City Council or was in fact private land owned by the Industrial estate, and this issue again made it difficult for the SJAG to decide on what action should be taken, and who should take the action to address the situation.

The scale of the problem was highlighted when the local authority presented the data for fly tipping. The data indicated that there were sustained reports of fly-tipped materials at the site but there was no specific information as to when the materials were being tipped. The fly-tipped material was removed at Council expense however there had been no prosecutions and the re-offending rates of Fly tipping indicated that offenders saw this as a 'safe' location to carry out their activities.

The partners at the SJAG being aware of their collective responsibility, prioritised this issue, but the group lacked the expertise in addressing environmental offences. An invitation to join the group was extended to officers from The Environment Agency, who responded through attendance of their officers, Tom Thornett, Christine McGlynn and David Owen. Their expertise quickly clarified the situation regarding public/private land, which meant that the SJAG was clear as to what offences were being committed and thereby able to agree an action plan to address the problem. The Environment Agency clarified the private/public nature of the offence location did not pose any problem with regard to applying legislation for offences committed under the Environmental Protection Act 1990, s33. Additionally, they offered a number of tactical options to address the offences at the location. These included static observation points or the deployment of their covert CCTV equipment to monitor offences.

Analysis:

It was clear, through public survey and consultation that a priority for Garston residents was the continued occurrence of fly tipping, particularly in the Blackburne Street area.

Merseyside Fire and Rescue Service detailed that over a number of years there has been an ongoing problem of serial fly tipping and subsequent deliberate fires in Brunswick Street, near to the entrance to the Garston Foreshore which has impacted greatly on the resources spent in the area by MF&RS. From August 2005 to July 2006 they attended 19 fires in this area, with a sharp increase in the number of fires (7) reported during July 2006. This meant that while MF&RS were regularly attending these types of fires, if more serious emergencies were to occur elsewhere, this diversion might have resulted in a greater response time that would have definitely incurred a

dangerous threat to life. Additionally, the effects of attending these secondary fires in financial terms has been calculated by the Communities and Local Government to be =£1880 per call out. This situation with its financial/ demand implications upon the Fire Service meant that they were keen to work with the Industrial Estate management in order to reduce the level of fly tipping. These types of fires were also having a devastating effect on the natural environment in the destruction of plants, trees and grassland

Furthermore, the complaints from allotment holders about the appearance of the area, were given added relevance as the Speke and Garston Coastal Reserve had been recently opened. This area had received £1.5 million to improve this stretch of the Mersey Estuary and encourage visitors to the area. The Coastal reserve had emerged from the rubble of the old Liverpool airport, and in its place grows a patchwork of meadows and wildlife habitats, interwoven with footpaths and cycle trails. The reserve is of international importance to a number of wading birds including 6 internationally important species. The Coastal Reserve offers 4.7 km of paths, including the Mersey Way, and also allows for access to a new sailing club and the nearby National Trust Speke Hall Estate. Access to the Coastal Reserve was possible along this stretch of land that had been so badly affected by fly tipping, which if allowed to remain would create an initial negative perception of the area and detract from the improvements made by the Mersey Basin Campaign.

Liverpool City Council had spent over £8,000 in the year preceding the action taken by the partner agencies of the SJAG. There was a brief respite but the problem then reoccurred. The £8,000 was spent on removing waste from this location.

The data provided by the City Council, although detailing the materials tipped, did not indicate when or at what time the material was tipped. This data was simply a spreadsheet of location/ time-date the incident was recorded/ and the materials that had been deposited. The SJAG commissioned work to produce monthly reports which provided analysis of the data, highlighting the 'hotspot' locations within the Neighbourhood Management Area and the previous 3 months worth of activity.

It became evident through surveillance of the Area conducted by the Environment Agency that local youths were setting light to materials deposited on Blackburne Street thus reinforcing the MF&RS contention as to youth activity. Surveillance captured a group of young children, building a plastic Wendy house before setting it alight. The obvious safety/health concerns for the youths as well as the damage to the environment also necessitated effective action.

An education campaign with local schools was considered as providing benefit, which would emphasis the risks to health and the environment of fly- tipping and fire setting, as well as pointing out the criminal offences committed. This would enhance the preventative aspect of the enforcement activity.

The tipping was clearly not random. It was repeated and sustained. The content of the fly tipped material was examined. It was clear that there was a predominant amount of building waste and spoil. Debris included brick, cement, plaster, plasterboard and soil. There was clear indication that commercial waste was being deposited. It was surmised at this point that the likely offenders would be small to mid size companies involved in minor construction or house extensions.

In addition bulky household waste was being deposited in spite of a formal council tip being accessible within 3 miles of the location and a 'bulky waste' collection facility being available. There was little clarity as to where such offenders had travelled. Any discarded papers were examined in an effort to identify offenders. No such material was found.

From the analysis conducted it was clear that the deposit of waste was predominantly commercial. Household bulky waste, in the main, provided combustible material. Such material was subject to ignition by local youths. There were increasing financial implications for a number of the SJAG members and associated services. The continued fly tipping was having a severe environmental impact inclusive of landscape and wildlife.

The location of the fly tipping was open to vehicles and was concealed at the side of the Industrial Estate. There was no formal or passive surveillance at or nearby the tipping site. This meant that whilst it was easily accessed it was difficult to deploy officers to monitor the area, as they would easily be observed which would result in potential offenders not committing offences. It was therefore decided by the SJAG that the deployment of officers to a static point to keep observations did not offer a good use of resources.

The alternative option of deploying a covert CCTV camera to cover the area used for fly-tipping was agreed upon and for due diligence and compliance, the Environment Agency took responsibility for completion of relevant RIPA authorities (Regulation of Investigative Powers Act) and supplied all technical equipment for this targeted operation.

Environmental Crime and Grime

It was therefore decided that a covert CCTV camera be fitted to the industrial estate wall, with the approval of the Estate manager, and this would be trained on the area where the fly tipping was occurring. The above actions were reviewed at the monthly SJAG meetings in order to determine if any offences were being committed and if a pattern of offence times emerged. There appeared to be no regular pattern of offences however, the CCTV had recorded a number of offenders and their vehicle registration numbers were shown. It was therefore agreed by the SJAG, that the evidence from the covert CCTV would be reviewed each month, with an agreement that enforcement activity in the form of arrests would follow on from an assessment of the evidence after the 3-month surveillance period.

Partnership members conducted an environmental visual audit of the area, The outcome of the audit is illustrated below

Site condition on 27.09.06:



02.11.06



Site condition on 07.12.06



Fire damage to the below pictured bed mattress indicated the demand on the Fire Service



Response:

The first stage of the response to the issue of fly tipping was to ascertain exactly what offences, if any were being committed, as responsibility for the area fell between the Council and a private Industrial Estate. This issue was resolved by the inclusion of the Environment Agency who attended the SJAG meeting in July 2006. They detailed the powers under the Refuse Disposal (amenity) Act 1978 and the Environmental Protection Act 1990 (leave/deposit). Having discussed the impractical nature of conducting static observations at the venue, the Environment Agency agreed to complete the necessary RIPA forms before installing a static covert camera at the side of the Industrial Estate. The Environment Agency met the owners of the Industrial Estate, who were fully supportive of the activity to be undertaken, as they were developing new units on the Estate and the waste materials deposited illegally detracted from their efforts to attract business.

In order to provide an alternative and a more environment friendly way of disposing of waste, Business Crime Direct contacted the Industrial Estate and installed a secure recycling container provided by Energwise.

The analysis of data collected by the City Council was reviewed at the monthly SJAG meetings to assess the scale of the problem and to identify what was being deposited. This data was produced from a council logging system, which simply recorded the time/date of the report, the location of the materials along with a description of the waste. This data was difficult to group and was therefore amended during the course of the operation in order to provide a more meaningful picture of offence locations across the Neighbourhood Area, as well as indicating the level of offences over the preceding 3-month period. The amended report produced by Enterprise Liverpool NEAT team (Neighbourhood Action Team), highlighted 'hotspot' locations and indicated that Blackburne Street was one such location.

Having identified the 'Hotspot' nature of this location, and giving cognisance to the analysis stage of the Problem solving process,- the difficulty in conducting static observations at the venue, it was agreed during the SJAG in September 2006 that the Environment Agency would carry out a week static observation to assess the need/benefit for the installation of surveillance at the venue for a 3-month period. The week of static observation did not prove beneficial and so an authority for covert surveillance was obtained in October 2006. The Environment Agency completed the necessary RIPA authorisation request forms.

The results of the covert CCTV surveillance was reviewed at the SJAG on 12.12.06 which indicated that 3 to 6 offences had been captured on CCTV with 3 being repeat offenders. In view of this evidence the Environment Agency wished to extend the period of surveillance for a further 3 month period, to capture further evidence. The RIPA was duly extended to February 2007.

It was reported during the January 2007 SJAG meeting that 7 vehicles have tipped waste to date, with one vehicle having deposited waste on 7 occasions over a two-day period

The following monthly meetings resulted in an update from the lead Environment Agency officer, Christine McGlynn. It was agreed that following the conclusion of the second RIPA authorisation in February 2007 that a meeting between the enforcement agencies, Police, Environment Agency and Enterprise Liverpool NEAT team (Neighbourhood Action Team) would take place once the Environment Agency had reviewed the evidence they had secured during the surveillance.

The SJAG meeting in March saw the scheduling of a meeting for 20/3/7 where Christine McGlynn –lead Environment Officer would present the evidence and the following agencies agree on an enforcement action plan. Those present at this meeting held at Speke Police station were:

Andy Knight –Principal crime analyst for Environment Agency
Simon Mathews-Council environmental crime analyst
Brian Murphy- enforcement manager-Enterprise Liverpool
Tom Thornett/ Christine McGlynn-Environment agency
Gill gardener/Rose rowan-Liverpool City Council Neighborhood management officers
and Inspector Ian Mason-Merseyside Police.

An arrest day was conducted on 19.04.07 with Police officers making enquiries in the local area to identify the location of two persons. The dedicated Neighbourhood Officers were involved which resulted in the 2 persons being traced and arrested for offences under section 33 of the Environment Act 1990.

Both persons were arrested. Officers from the Environment Agency and Enterprise Liverpool enforcement team, again demonstrating the level of partnership cohesion, undertook the interview of these persons.

Both suspects were subsequently discharged for summons, with the prosecution case/file prepared by the Environment Agency who attended Liverpool City Magistrates Court on 23.05.07. Both males, who lived locally to the fly tipping area, pleaded guilty and were later given fines for the offence of fly tipping.

Environmental Crime and Grime

A case file is to be submitted by the Environment Agency recommending the prosecution of a Landscape Company for nine separate offences of fly tipping, which includes a file against one of their employees. A warning letter has also been issued to a local scrap metal dealer for one offence of tipping a full skip of timbers.

It was decided that a covert CCTV camera be fitted to the industrial estate wall, which would be trained on the area where the fly tipping was occurring. The Environment Agency would complete the necessary RIPA (Regulation of Investigation Powers Act) forms as well as installing their own equipment.

The issue of access to the area was to be dealt with by the local council. Target hardening was undertaken because this location was not overlooked by housing and any officers deployed to the location would be readily observed. Additionally, it was readily open to vehicles, being concealed at the side of the Industrial Estate next to a road. The quantity and nature of the fly tipped materials indicated that vehicles were depositing the waste rather than travelling to recognised waste transfer sites.

It was therefore agreed that some form of target hardening in the form of a barrier, be installed in order to prevent vehicular access. This analysis created a further concern that the current access to a series of allotments was made via the fly-tipping area, and therefore some redesign of the access to allotments was required by the City Council following the introduction of a barrier to this area. This would allow the council and the Industrial Estate owners to fence off the access to this locality.

The Council agreed to clear the top end of Brunswick Street and deposit topsoil on a mound of debris. This resulted in a vast improvement in the appearance of the venue. The council also utilized the allocated £1300 funding to install gates that prevented access to the stretch of Blackburn Street and re-sited the entrance to the allotments

The effects of the action can be seen below:



The below photograph indicates the condition of the area after the clean up work was completed.



Assessment:

To date 2 persons have pleaded guilty to offences under section 33 of The Environment Protection Act 1990, with a case file being prepared by the Environment Agency in relation to a Landscape Company for which they are seeking to prosecute for 9 separate offences of fly tipping.

The City Council had spent £8,000 on the clean up in the 12 months prior to the gate being fitted. Since the gate was fitted there has been a nil spend on clearing the site.

Merseyside Fire and Rescue Service

For the year period August 2005-July 2006 MF&RS attended at 19 fires in Brunswick Street and surrounding area which reduced to 12 during August 2006- July 2007 a reduction of 37%, which equates to an economic saving of £13,166. A station officer from MF&RS detailed:

'The problem was brought to the attention of the South Liverpool Joint Agency Group Meetings and by working together with MF&RS, the Police, LCC, the Environment Agency and local business's, there has been a clean up of the area, the area has been secured from further fly tipping and a number of prosecutions have been made which has all resulted in a dramatic decrease in the amount of fires we now attend there.'

The City Council promoted the action taken in their City Wide Magazine and **The Mersey Basin Campaign** provided the following detail at the conclusion of the Operation

ZERO TOLERANCE TO FLYTIPPING IN GARSTON – A SUCCESS STORY

The Garston shore has been a mess for years. Persistent fly-tipping and anti-social behaviour has blighted Liverpool's only natural coastline and made what is an internationally important place for birds and wildlife an unwelcoming place for people. The Garston shore is changing. The partnership behind the Speke and Garston Coastal Reserve has brought a new attention and focus to this area of South Liverpool. Cllr Marilyn Fielding said, "Fly tipping has been a persistent problem in Brunswick Street, Garston for many years and there have been numerous complaints from local residents and councillors. The Environment Agency, Merseyside Police with Liverpool City Council, Environmental Service, The neighbourhood team in partnership and Leisure Services have relocated the access to the allotments from Brunswick Street to Blackburn Street, creating a new improved car park for the allotment users. The site was cleared in March and remains clear of fly tipping. The local community are very pleased with the outcome and all those involved in this cleanup are to be congratulated."

The Industrial Estate have also been able to let the units that were initially difficult to let given the impression of the business area as a result of the amount of fly tipped materials, which again benefits the local community through improved employment/business uptake. The owner of the estate has provided the following comment *'For many years fly tipping has been an ongoing issue in Brunswick Street at the boundary of our industrial estate. The clean-up campaign has been very successful and this has enabled us to attract new tenants to some of the bordering units. We would like to congratulate all agencies concerned for their combined efforts and hope that we can maintain and enjoy a cleaner environment in the future.'*

LASBU Liverpool Anti-Social Behaviour Unit

The main role for LASBU in this initiative was to make initial contact with the schools and arrange for ourselves and Christine to meet with the heads.

LASBU through its community development team had worked previously with three of the identified schools on other initiatives; subsequently the schools were more than happy to get involved with the competition. After the first meetings with the four schools, it was agreed to run the competition with the year five children.

During the next two weeks LASBU arranged visits to all four schools; presentations were made to all the children and teachers involved explaining the competition, the time scales involved and the prizes for the schools as well as the winning poster.

Approximately 100 children took part in the competition; on the agreed date LASBU visited the four schools and collected the all the entries. The vast majority of the entries were of a very high standard and demonstrated the children had gained an understanding of how important it is to protect the environment and in particular how fly tipping can be a serious health hazard to a community.

The overall competition winner from the four schools was chosen by Bill Morris, Head of LASBU.

In early July, all the schools were contacted with the results of the competition. The winning entry came from Liang

Environmental Crime and Grime

Song from Banks Rd School, with the prize giving presentation made in front of the whole school. The City Council and the Environment Agency arranged for marketing and publicity on the day, the story was reported in several free local newspapers.

The environment agency arranged and paid for the winning Poster to be made into an official sign warning against fly tipping, which was put up in and around the Garston area during the school holidays.

Feedback

All the schools reported the initiative was well-received and worthwhile, with two of the schools continuing on the back of the competition to promote environmental (recycling) awareness with all their pupils.

Prizes

First prize

Top of the range mountain bike and accessories plus £250 book vouchers for the school.

Second prize

£20 gift vouchers for the best poster from each school plus £50 book vouchers for respective schools.

Copy of winning School poster design as below



Conclusion

The partnership 'headlines' for this project are detailed below

- 3 month period of covert surveillance conducted by the Environment Agency
- Collation/assessment of video evidence by Police.
- Arrest of suspects conducted by Police.
- Interview of suspects by Enterprise Liverpool 'Neighbourhood Enforcement Action Team' and Environment Agency staff.
- Prosecution of 2 offenders at Magistrates Court.
- Case file submitted recommending prosecution of Landscape Company for 9 offences.
- City Council clean up and vehicle access reduced.
- Schools competition staged –poster designed by local pupils-prize competition.
- Reduced economic burden of offences –benefits realised by City Council/ MF&RS and community.

The interventions detailed illustrate the extent of partnership powers delivered and the resources deployed throughout this initiative.

State number of words used: 3999

Section D: Endorsement by Senior Representative - Please insert letter from endorsing representative, this will not count towards your word or 1MB size limit restrictions.

Failure to address community environmental issues has the potential to adversely affect their quality of life. The above multi-agency operation fully encapsulates a joint-approach to problem solving whilst developing the true spirit of community cohesion.

The problem solving groups within the Neighbourhood highlighted the need for action and as a consequence Merseyside Police led a multi-agency joint operation involving The Environment Agency, Liverpool City Council, Enterprise Liverpool NEAT team, (Neighbourhood Action Team), Liverpool Anti-Social Behaviour Unit and Business Crime Direct.

The operation has played a significant part in completely removing the problem, identifying and prosecuting the offenders, and sending out a clear message to the public that this type of offending will be dealt with. The success of the problem solving is based on leadership, determination of the team, innovation and creativity, and is underpinned by a successful partnership approach whose aims were to make a difference and improve the quality of life for the community most affected by the problem.

The operation employed numerous initiatives to address the problem such as: covert surveillance, identification and arrest of suspects, joint interviewing, the enforcement of local authority legislation, the promotion of key messages through the schools competition, designing out the crime and robust enforcement of the law.

I am fully aware of the project and have examined evidence of the action taken. I agree that this problem solving approach is relevant to the Tilley awards, and that all the details outlined within the application are factual and accurate. I have no hesitation in recommending this operation as a worthy nomination for the 2008 Tilley Awards.

Mark Smith
Chief Inspector Operations

Checklist for Applicants:

1. Have you read the process and application form guidance?
2. Have you completed all four sections of the application form in full including the endorsement from a senior representative?
3. Have you checked that your entry addresses all aspects of the judging criteria?
4. Have you advised all partner agencies that you are submitting an entry for your project?
5. Have you adhered to the formatting requirements within the guidance?
6. Have you checked whether there are any reasons why your project should **not** be publicised to other police forces, partner agencies and the general public e.g. civil or criminal proceedings pending in relation to your project?
7. Have you inserted your project name as a footer note on the application form?
Go to View-Header and Footer to add it.
8. Have you saved you application form as a word document and entitled your message '**Tilley 08 entry (followed by project name in brackets)**' before emailing it?

Once you are satisfied that you have completed your application form in full please email it to Tilleyawards08@homeoffice.gsi.gov.uk. One hard copy must also be posted to Alex Blackwell at Home Office, Effective Practice & Communication Team, 4th Floor, Fry Building (SE Quarter), 2 Marsham Street, London, SW1P 4DF and be received by 25th April 2008.