



## ANTISOCIAL BEHAVIOUR (ASB) DIARY

YOUR NAME: .....

YOUR ADDRESS: .....  
.....  
.....  
.....

Please return your completed diary to you Antisocial Behaviour team at your local authority. If you live in private accommodation, or if you live in a local authority or housing association property, please return to your housing officer.

Please be aware that they may ask you to start a new diary to build up a picture of what is going on and how it is affecting you and your family.

## Guidance notes for completing an ASB diary

### General Notes

Consider discussing the problem with the person causing the nuisance. Many noise problems are simply caused by a misunderstanding. For example, the person with their radio on loud may not realise that you can hear it or that it keeps you awake. Complaining to the Housing Association may just cause bad feeling. However, if you are at all concerned about how the person will react, or would feel vulnerable or afraid, do not approach them, especially on your own.

This diary **must** be completed over a period of **14 continuous days**. If on some days no noise or nuisance occurs this **MUST** be recorded also.

The diary **MUST** be truthful and accurate. If someone else (a neighbour or visitor) witnesses the nuisance ask them to sign the entry in the "names & addresses of any witnesses" column.

The diary could be used in any court action that may result, so it is vital that it is accurate and honest.

The notes you make should only relate to times when there is an **'unreasonable and substantial interference with your property, or its use, or your enjoyment of the property'**. Consider whether the nuisance really is affecting **you**. (i.e. does it go on for a long time, or only very shortly? Is it late at night when you are trying to sleep or during the day?) In the "how has it affected you?" column record how the nuisance did effect you (i.e. "I couldn't sleep, it woke the baby" or "I was scared for my safety" etc.)

Any entries in the diary must be recorded immediately, whilst it is still fresh in your mind. Record the exact time it started and when it finished. Write down exactly what happened.

The identity of the complainant will not be disclosed to the person making the nuisance in the initial stages of the Housing Officer's enquiries. However remember it may be obvious to the person that you are the one making the complaint.

### Other useful information

See more guidance, including up-dated government recommendations on our website using this link [Anti-social behaviour ASB – Tower Hamlets Crime Watch](https://towerhamletscrimewatch.org/secretary@towerhamletscrimewatch.org)

The Council's ASB leaflet gives further information where to report what with contact information provided, See link

[ASB – Tower Hamlets Crime Watch](#)

Incidents of anti-social behaviour should be reported to the '101' phone line. '101' is a 24-hour number provided by your police and local council to deal with community safety issues, including certain non-emergency crime, policing and anti-social behaviour. If you get any 101<sup>1</sup> reference numbers please note them on the diary.

The Environmental Health Department can take action about noise nuisance under the Environment Protection Act 1990. If a person is creating excessive noise, an Environmental Health Officer can investigate and take action. This could involve the serving of a Noise Abatement Notice, which instructs the person making the nuisance to stop. If they don't, then the person could be prosecuted in the Magistrates' Court.

If you ever feel in danger from nuisance, or are concerned about the activities of the person making a nuisance **RING THE POLICE** by dialling 999. The local police station can be telephoned on **101** (1 footnote)

You can also report incidents online under your local police force website, or on crime stoppers 0800 555 111

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<sup>1</sup> Please note reporting to @metcc on X will also result in a reference number you can use. [Met Contact Centre \(@MetCC\) / X \(twitter.com\)](#)

## **DAY ONE – EXAMPLE 1**

<b>Date of incident:</b> 18 <sup>th</sup> March 2024	<b>‘police’ ref. (if applicable):</b> ASB-date/...
<b>Time of incident:</b> 01:45 – 03:30	<b>Crime ref. (if applicable):</b>

<b>Where did the incident occur?: address, flat no.....</b>
<b>Who was involved in the incident?:</b> gives names and/or descriptions as detailed as possible.
<b>Names &amp; addresses of any other witnesses:</b>  My mother, friend was with me at the time, phone number is 057689321
<b>If this incident has been reported to anyone else please tell us who (e.g. the police; the local Council):</b> Called 101 and reported the argument and they sent a PCSO round. 101 log number CAD 9589/18Mar24

<b>Please give us details of what happened (continue on a separate sheet if necessary):</b>  2 people started singing loudly in the street and threw stones at my windows. More people started to relief themselves in our garden.....
<b>How did the incident affect you? (e.g. “kept me awake all night”):</b>  It has unfortunately become a regular occurrence due to events in the nearby park. We have reported this before and I could not sleep and my performance at work suffers.

Please now see the diary pages as follows:

## **DAY ONE**

Date of incident:	'police' ref. (if applicable):
Time of incident:	Crime ref. (if applicable):

Where did the incident occur?
Who was involved in the incident?
Names & addresses of any other witnesses:
If this incident has been reported to anyone else please tell us who (e.g. the police; the local Council):

Please give us details of what happened (continue on a separate sheet if necessary):
How did the incident affect you? (e.g. "kept me awake all night"):

## **DAY TWO**

<b>Date of incident:</b>	<b>'police' ref. (if applicable):</b>
<b>Time of incident:</b>	<b>Crime ref. (if applicable):</b>

<b>Where did the incident occur?</b>
<b>Who was involved in the incident?</b>
<b>Names &amp; addresses of any other witnesses:</b>
<b>If this incident has been reported to anyone else please tell us who (e.g. the police; the local Council):</b>

<b>Please give us details of what happened (continue on a separate sheet if necessary):</b>
<b>How did the incident affect you? (e.g. "kept me awake all night"):</b>

## **DAY THREE**

<b>Date of incident:</b>	<b>'police' ref. (if applicable):</b>
<b>Time of incident:</b>	<b>Crime ref. (if applicable):</b>

<b>Where did the incident occur?</b>
<b>Who was involved in the incident?</b>
<b>Names &amp; addresses of any other witnesses:</b>
<b>If this incident has been reported to anyone else please tell us who (e.g. the police; the local Council):</b>

<b>Please give us details of what happened (continue on a separate sheet if necessary):</b>
<b>How did the incident affect you? (e.g. "kept me awake all night"):</b>

## **DAY FOUR**

<b>Date of incident:</b>	<b>'police' ref. (if applicable):</b>
<b>Time of incident:</b>	<b>Crime ref. (if applicable):</b>

<b>Where did the incident occur?</b>
<b>Who was involved in the incident?</b>
<b>Names &amp; addresses of any other witnesses:</b>
<b>If this incident has been reported to anyone else please tell us who (e.g. the police; the local Council):</b>

<b>Please give us details of what happened (continue on a separate sheet if necessary):</b>
<b>How did the incident affect you? (e.g. "kept me awake all night"):</b>



## **DAY FIVE**

<b>Date of incident:</b>	<b>'police' ref. (if applicable):</b>
<b>Time of incident:</b>	<b>Crime ref. (if applicable):</b>

<b>Where did the incident occur?</b>
<b>Who was involved in the incident?</b>
<b>Names &amp; addresses of any other witnesses:</b>
<b>If this incident has been reported to anyone else please tell us who (e.g. the police; the local Council):</b>

<b>Please give us details of what happened (continue on a separate sheet if necessary):</b>
<b>How did the incident affect you? (e.g. "kept me awake all night"):</b>

## **DAY SIX**

Date of incident:	'police' ref. (if applicable):
Time of incident:	Crime ref. (if applicable):

Where did the incident occur?
Who was involved in the incident?
Names & addresses of any other witnesses:
If this incident has been reported to anyone else please tell us who (e.g. the police; the local Council):

Please give us details of what happened (continue on a separate sheet if necessary):
How did the incident affect you? (e.g. "kept me awake all night"):

## **DAY SEVEN**

Date of incident:	'police' ref. (if applicable):
Time of incident:	Crime ref. (if applicable):

Where did the incident occur?
Who was involved in the incident?
Names & addresses of any other witnesses:
If this incident has been reported to anyone else please tell us who (e.g. the police; the local Council):

Please give us details of what happened (continue on a separate sheet if necessary):
How did the incident affect you? (e.g. "kept me awake all night"):

## **DAY EIGHT**

<b>Date of incident:</b>	<b>'police' ref. (if applicable):</b>
<b>Time of incident:</b>	<b>Crime ref. (if applicable):</b>

<b>Where did the incident occur?</b>
<b>Who was involved in the incident?</b>
<b>Names &amp; addresses of any other witnesses:</b>
<b>If this incident has been reported to anyone else please tell us who (e.g. the police; the local Council):</b>

<b>Please give us details of what happened (continue on a separate sheet if necessary):</b>
<b>How did the incident affect you? (e.g. "kept me awake all night"):</b>

## **DAY NINE**

Date of incident:	'police' ref. (if applicable):
Time of incident:	Crime ref. (if applicable):

Where did the incident occur?
Who was involved in the incident?
Names & addresses of any other witnesses:
If this incident has been reported to anyone else please tell us who (e.g. the police; the local Council):

Please give us details of what happened (continue on a separate sheet if necessary):
How did the incident affect you? (e.g. "kept me awake all night"):

## **DAY TEN**

Date of incident:	'police' ref. (if applicable):
Time of incident:	Crime ref. (if applicable):

Where did the incident occur?
Who was involved in the incident?
Names & addresses of any other witnesses:
If this incident has been reported to anyone else please tell us who (e.g. the police; the local Council):

Please give us details of what happened (continue on a separate sheet if necessary):
How did the incident affect you? (e.g. "kept me awake all night"):

## **DAY ELEVEN**

<b>Date of incident:</b>	<b>'police' ref. (if applicable):</b>
<b>Time of incident:</b>	<b>Crime ref. (if applicable):</b>

<b>Where did the incident occur?</b>
<b>Who was involved in the incident?</b>
<b>Names &amp; addresses of any other witnesses:</b>
<b>If this incident has been reported to anyone else please tell us who (e.g. the police; the local Council):</b>

<b>Please give us details of what happened (continue on a separate sheet if necessary):</b>
<b>How did the incident affect you? (e.g. "kept me awake all night"):</b>

## **DAY TWELVE**

<b>Date of incident:</b>	<b>'police' ref. (if applicable):</b>
<b>Time of incident:</b>	<b>Crime ref. (if applicable):</b>

<b>Where did the incident occur?</b>
<b>Who was involved in the incident?</b>
<b>Names &amp; addresses of any other witnesses:</b>
<b>If this incident has been reported to anyone else please tell us who (e.g. the police; the local Council):</b>

<b>Please give us details of what happened (continue on a separate sheet if necessary):</b>
<b>How did the incident affect you? (e.g. "kept me awake all night"):</b>



## **DAY THIRTEEN**

<b>Date of incident:</b>	<b>'police' ref. (if applicable):</b>
<b>Time of incident:</b>	<b>Crime ref. (if applicable):</b>

<b>Where did the incident occur?</b>
<b>Who was involved in the incident?</b>
<b>Names &amp; addresses of any other witnesses:</b>
<b>If this incident has been reported to anyone else please tell us who (e.g. the police; the local Council):</b>

<b>Please give us details of what happened (continue on a separate sheet if necessary):</b>
<b>How did the incident affect you? (e.g. "kept me awake all night"):</b>

## **DAY FOURTEEN**

<b>Date of incident:</b>	<b>'police' ref. (if applicable):</b>
<b>Time of incident:</b>	<b>Crime ref. (if applicable):</b>

<b>Where did the incident occur?</b>
<b>Who was involved in the incident?</b>
<b>Names &amp; addresses of any other witnesses:</b>
<b>If this incident has been reported to anyone else please tell us who (e.g. the police; the local Council):</b>

<b>Please give us details of what happened (continue on a separate sheet if necessary):</b>
<b>How did the incident affect you? (e.g. "kept me awake all night"):</b>