

Select Committee Agenda



Communities Select Committee Tuesday, 8th November, 2016

You are invited to attend the next meeting of **Communities Select Committee**, which will be held at:

**Council Chamber, Civic Offices, High Street, Epping
on Tuesday, 8th November, 2016
at 7.00 pm .**

**Glen Chipp
Chief Executive**

**Democratic Services
Officer**

M Jenkins mjenkins@eppingforestdc.gov.uk 01992 56 4607

Members:

Councillors Y Knight (Chairman), G Shiell (Vice-Chairman), R Baldwin, A Beales, K Chana, R Gadsby, L Girling, S Heap, L Hughes, S Jones, S Murray, A Mitchell, B Rolfe, B Surtees and H Whitbread

SUBSTITUTE NOMINATION DEADLINE:

18:00

1. WEBCASTING INTRODUCTION

1. This meeting is to be webcast. Members are reminded of the need to activate their microphones before speaking.

2. The Chief Executive will read the following announcement:

“This meeting will be webcast live to the Internet and will be archived for later viewing. Copies of recordings may be made available on request.

By entering the chamber’s lower seating area you consenting to becoming part of the webcast.

If you wish to avoid being filmed you should move to the public gallery or speak to the webcasting officer”

2. APOLOGIES FOR ABSENCE

3. SUBSTITUTE MEMBERS (MINUTE ITEM 39 - 23.7.02)

(Director of Communities) To report the appointment of any substitute members for the meeting.

4. NOTES OF PREVIOUS MEETING (Pages 5 - 16)

(Director of Governance) To agree the notes of the meeting of the Select Committee held on 6 September 2016 (attached).

5. DECLARATIONS OF INTEREST

(Director of Governance). To declare interests in any items on the agenda.

In considering whether to declare a pecuniary or a non-pecuniary interest under the Code of Conduct, Overview & Scrutiny members are asked pay particular attention to paragraph 9 of the Code in addition to the more familiar requirements.

This requires the declaration of a non-pecuniary interest in any matter before an OS Committee which relates to a decision of or action by another Committee or Sub Committee of the Council, a Joint Committee or Joint Sub Committee in which the Council is involved and of which the Councillor is also a member.

Paragraph 9 does not refer to Cabinet decisions or attendance at an OS meeting purely for the purpose of answering questions or providing information on such a matter.

6. TERMS OF REFERENCE/WORK PROGRAMME (Pages 17 - 26)

(Chairman / Lead Officer) The Overview and Scrutiny Committee has agreed the Terms of Reference of this Committee. This is attached along with an ongoing work programme. Members are asked at each meeting to review both documents.

7. PRESENTATION AND QUESTION AND ANSWER SESSION - CHIEF INSPECTOR DENISE MORRISSEY - ESSEX POLICE DISTRICT COMMANDER FOR BRENTWOOD AND EPPING FOREST (Pages 27 - 28)

To receive a presentation from Essex Police's District Commander for Brentwood and Epping Forest, Chief Inspector Denise Morrissey.

8. COMMUNITY SAFETY PARTNERSHIP ANNUAL REPORT 2015/16 (Pages 29 - 46)

(Director of Communities) To consider the attached annual report.

9. PROPOSED DECOMMISSIONING OF CCTV (Pages 47 - 50)

(Director of Communities) To consider the attached report.

10. COMMUNITY SERVICES SUMMER ACTIVITIES 2016 (Pages 51 - 56)

(Director of Communities) To consider the attached report.

11. REPORTS TO BE MADE TO THE NEXT MEETING OF THE OVERVIEW AND SCRUTINY COMMITTEE

To consider which reports are ready to be submitted to the Overview and Scrutiny Committee at its next meeting.

12. FUTURE MEETINGS

The next meeting of the Select Committee will be held on Monday on 21 November 2016 at 7.00p.m. in the Committee Rooms and then on Tuesday 17 January 2017. Following this there will be a further meeting on Tuesday 14 March.

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**EPPING FOREST DISTRICT COUNCIL
NOTES OF A MEETING OF COMMUNITIES SELECT COMMITTEE
HELD ON TUESDAY, 6 SEPTEMBER 2016
IN COMMITTEE ROOM 1, CIVIC OFFICES, HIGH STREET, EPPING
AT 7.05 - 9.50 PM**

Members Present: Y Knight (Chairman), G Shiell (Vice-Chairman), R Baldwin, A Beales, G Chambers, L Girling, L Hughes, J Lea, A Mitchell, B Surtees and H Whitbread

Other members present: J M Whitehouse, S Stavrou and G Waller

Apologies for Absence: R Gadsby, S Jones, S Murray and B Rolfe

Officers Present A Hall (Director of Communities), L Swan (Assistant Director (Private Sector Housing & Communities Support)), R Wilson (Assistant Director (Housing Operations)), G Wallis (Community, Health & Wellbeing Manager) and M Jenkins (Democratic Services Officer)

12. SUBSTITUTE MEMBERS (MINUTE ITEM 39 - 23.7.02)

It was noted that Councillors G Chambers and J Lea were substituting for Councillors B Rolfe and S Jones respectively.

13. NOTES OF PREVIOUS MEETING

RESOLVED:

That the notes of the last meeting of the Select Committee held on 27 June 2016 be agreed.

14. DECLARATIONS OF INTEREST

Pursuant to the Officer's Code of Conduct, R Wilson, Assistant Director – Housing Operations, declared an interest in the following items of the agenda by virtue of his children being on the District Council's Housing Register. The officer advised that he would remain in the meeting for the duration of the discussion on these items and any voting or decision taken:

- (a) Item 8 Incentives for Tenants Downsizing Accommodation.
- (b) Item 9 Homeoption Choice Based Lettings Scheme – Progress Report.
- (c) Item 10 Annual Review of Protected Characteristics – Housing Applicants and Lettings.

15. TERMS OF REFERENCE/WORK PROGRAMME

(a) Terms of Reference

The Select Committee's Terms of Reference were noted.

(b) Work Programme

The Director of Communities advised that in November 2016 the Essex Police District Commander for the area would be attending the Select Committee meeting. Further advice would be issued closer to the time.

16. PRESENTATION OF DISABLED FACILITIES GRANTS

The Select Committee received a presentation from the Assistant Director – Private Sector Housing and Communities Support regarding Disabled Facilities Grants (DFGs).

DFGs were a statutory provision available to private home owners and private tenants with disabilities enabling them to remain independent at home.

The following was noted:

Outline of DFGs

- (a) DFGs were means tested and could be paid up to a maximum of £30,000.
- (b) 12 straight lifts were installed a year at an average cost of £900.00 each.
- (c) 5 curved lifts at an average cost of £3,000 each.
- (d) 37 level access showers at an average cost of £7,000 each.
- (e) 1 extension a year at an average cost of £30,000 each.

DFG Process

- (i) DFGs were initiated by referrals from occupational therapists at Essex County Council.
- (ii) The householder made an application to the District Council.
- (iii) An initial means test was carried out.
- (iv) Information was gathered in support of the application.
- (v) The grant would be formally approved by the District Council.
- (vi) Work carried out.

The whole process from making the application to completion of works could take up to 18 months in complex cases.

Occupational Therapist referrals for DFGs had been rising from 43 in 2011/12 to 251 in 2015/16. In addition the total DFG expenditure had also risen from £302,000 in 2011-12 to £508,000 in 2015/16 and was set to rise further. The Government's contribution to the budget had also risen from £363,000 in 2015/16 to £665,000 in 2016/17.

There were estimated to be 7,000 (16.3%) privately occupied dwellings in the District where at least one resident had a long term illness or disability.

Based on the last Private Sector Stock Condition Survey, the estimated cost of the adaptations needed had been estimated to be £3.6 million. It was advised that the level of savings that could be made as a result of DFGs was as follows:

- Delaying into residential care would save approximately £26,000.
- Adaptations that reduced the need for daily visits paid for themselves within 3 years.
- A hip fracture cost the NHS between £4,000 and £7,000.

The Select Committee were informed that the occupational therapists were mostly self employed contractors working through a Hub and were paid per referral.

The Members thanked the Assistant Director – Private Sector Housing and Communities Support for the presentation and her answers to questions.

RESOLVED:

That the presentation regarding Disabled Facilities Grants be noted.

17. ANNUAL FEEDBACK ON CRUCIAL CREW EVENT AND PROPOSALS FOR THE FUTURE

The Select Committee received a report from the Community, Health and Wellbeing Manager regarding the Crucial Crew Initiative.

Crucial Crew was an annual initiative which was facilitated and delivered by the Council's Community, Health and Wellbeing Team in collaboration with the Community Safety Team. It was intended for educating primary school pupils aged 10 (Year 6) in a range of personal safety, health and wellbeing topics. With schools reporting their curriculum time increasingly tightly programmed, Crucial Crew was seen as a vital mechanism for pupils.

Crucial Crew had existed in the district for over 11 years and delivered to primary school pupils over a two week period in June each year. Every Year 6 primary school pupil in the district attended the half day event and this year 1,358 Epping Forest pupils participated. In addition 17 schools from the Brentwood area paid to attend Crucial Crew bringing a further 429 children into the project reaching a total of 1,787.

Pupils participated in 10 interactive scenarios delivered by a range of agencies, each of which lasted 10 minutes. Scenarios were reviewed and modified on an annual basis ensuring that the themes were relevant and appropriate and took into consideration emerging trends or issues.

In 2016, the scenarios delivered were:

- (a) Online safety, cyber bullying and child exploitation – Essex Police.
- (b) Alcohol and drug awareness – AlcoHelp.
- (c) Bullying and Peer Pressure – Red Balloon.

- (d) Healthy eating and physical activity – ACE (NHS).
- (e) Smoking awareness – Provide (NHS).
- (f) Anti-Social Behaviour and Environmental responsibility – EFDC.
- (g) Road safety awareness – Essex County Council.
- (h) Fire safety – Essex County Fire and Rescue Service.
- (i) Safety around construction sites – Mears.
- (j) Safety around large vehicles – Sainsburys.

The Select Committee was advised that for the first time, in 2016, Crucial Crew was staged at Debden House, Loughton. Prior to this, for 9 years, the project had been delivered from the Gilwell Park Scouting Headquarters in High Beech. The decision to relocate was taken following notification that there would be an increase in hire costs for Gilwell Park, the cost and availability of alternative venues was always reviewed annually, Debden House had proved to be an excellent alternative venue offering flexible room space and an inspiring setting for delivering educational scenarios. It was advised that local schools would need to assist in making provision for transportation to Crucial Crew venues in future as the District Council had experienced difficulties in finding a suitable coach contractor for this task.

The Cabinet Members present advised that the Crucial Crew events they had attended worked “terrifically well,” they thought that Select Committee Members should be invited to attend next summer’s event. The Leader acknowledged the help received already from the private sector with Crucial Crew. They provided a valuable resource.

It was thought that the Epping Forest Youth Council were a good resource for the authority and in participating in these events as were the local authority’s apprentices. The select committee noted the issue of self harming among young people and other mental health problems. It was important to de-stigmatise this situation and facilitate a process for greater awareness.

The Community Health and Wellbeing Manager also explained the proposals for a change in approach for 2017 onwards, to overcome some of the difficulties experienced in recent years and to improve the effectiveness of the initiative further, which were supported by the Select Committee.

RESOLVED:

That the progress made by Crucial Crew in 2016 be noted and that the proposed changes to the initiative from 2017 onwards be supported in principle.

18. INCENTIVES FOR TENANTS DOWNSIZING ACCOMMODATION

The Select Committee received a report regarding the marketing of incentives for tenants downsizing accommodation from the Assistant Director Housing Operations.

At its meeting on 27 June 2016, the Select Committee considered the Annual Report on Performance against Housing Service Standards 2015/16. Under the section relating to the Housing Register and Allocations, members had asked for details of the current incentives offered to existing tenants who were under-occupying Council accommodation to encourage them to move to any Council property with less bedrooms than their current property and the approach taken to marketing the incentives.

The Council's Housing Allocations Scheme had been reviewed in 2015 with the revised scheme coming into force on 27 July 2015. When considering the recommendations of the then Housing Select Committee, the Cabinet agreed that the financial incentives offered to tenants moving to any Council property with less bedrooms than their current property would be increased. The financial incentives offered for releasing any bedroom had been doubled from £500 to £1,000 under the current scheme with a maximum payment of £4,000 being made, an additional payment of £500 made to cover decoration costs over and above the Council's standard decorations allowance plus £500 to meet removal expenses. There were a range of other non financial incentives offered as well.

Since the revised Housing Allocations Scheme came into force on 27 July 2015, 34 downsizing payments had been made in the sum of £77,000 releasing 43 bedrooms. This included £17,000 in removal expenses with a total of £14,530 being credited to rent accounts due to arrears. All tenants downsizing were granted Band A priority. There were currently 139 applicants in Band A, 97 of whom were wanting to downsize accommodation. Since the time the revised Housing Allocations Scheme had come into force 87 lettings had been made to Band A applicants 34 of which were to downsize.

It was noted that there were already 97 tenants in Band A wishing to transfer to smaller accommodation. If incentives were increased and more tenants joined the list it would result in larger numbers waiting for smaller accommodation. Although a bigger pool of tenants would increase the likelihood of any available smaller properties being accepted, due to the current high number waiting to downsize and 43 bedrooms already released it was not considered beneficial to either increase the financial incentives nor invest in promotional campaigns. The Select Committee was advised that officers were not convinced that the financial incentives actually tempted tenants to downsize, as many were not aware of the financial benefits until they had applied.

It was noted that the availability of all types of accommodation was reducing. Furthermore, when the Housing Allocations Scheme was last reviewed members had agreed that homelessness applicants would only be made direct offers on flatted accommodation when discharging the Council's homelessness duty, in order to give applicants on the Housing Register the opportunity for bidding on houses. In addition, existing tenants on the Housing Register living in 2 or 3 bedroom flatted accommodation were granted Band B priority and could make expressions of interest on houses that met their housing needs. This recognised that any tenant already living in a flat should be given the opportunity to bid on a house, freeing up further flatted accommodation for homeless applicants.

It was important that smaller accommodation was made available for this purpose as well as for those downsizing. There were currently 526 applicants in Band B, 187 of whom were actively bidding for houses under this category. Smaller accommodation was also desperately needed for single applicants on the Housing Register.

Members suggested increasing the residency criteria by which local people were prioritised for council homes. However, officers advised that there could be a legal challenge if the Allocations Scheme did not address fairness and need, irrespective of other local priorities.

Re-Housing Support Officer

It was explained that the Council employed a Re-Housing Support Officer who offered support to tenants who were downsizing accommodation in accordance with the Council's Housing Allocations Scheme.

RECOMMENDED:

That the report regarding the marketing of incentives for tenants downsizing accommodation be noted and that no recommendations for any changes be made to the Housing Portfolio Holder.

19. HOME OPTION CHOICE BASED LETTINGS SCHEME - PROGRESS REPORT

The Select Committee received a report from the Assistant Director – Housing Operations regarding the HomeOption Choice Based Lettings Scheme. The Choice Based Lettings Scheme was introduced in November 2007 and was necessary in meeting the requirements of Government. The scheme was put in place by 2010. The scheme was administered by the external Choice Based Lettings agency Locata Housing Services (LHS). Under the scheme, all vacant social rented properties were advertised to applicants in a two weekly Property List and on the website giving relevant details was produced. Applicants applied for a property by expressing an interest in up to a maximum of three properties in each cycle for which they have an assessed need.

At the end of the two weekly cycle, the Council analysed the expressions of interest received and allocated each property following a prioritisation and selection process in accordance with its own scheme. The property was offered to the applicant in the highest band who had been registered the longest and who had expressed an interest for the specific vacancy. The results of the expressions of interest were then published on the website and the next periodic Property List, setting out the number received on each property as well as the Band and registration date of the successful applicant.

The Select Committee analysed the HomeOption Choice Based Lettings Information Bulletin for the period 27 July 2015 to 27 July 2016.

There were 259 properties allocated to Home Seekers on the Housing Register during the period. A further 22 properties were allocated direct to homeless applicants and an additional 10 properties allocated to applicants leaving supported housing, representing around 12% on all Housing Register lets. 21 properties were let to homeless applicants under non-secure tenancies on a temporary basis whilst investigations were on-going. There were currently 61 homeless applicants to whom the Council had accepted a full duty who were awaiting direct offers of accommodation.

Almost 97% of Homeseekers expressing an interest in properties did so over the Internet. The remaining 3% either telephoned, received help from staff to use the terminal in the Civic Options Reception or used text. Around 84% of all applicants

registered on the Housing Register had participated in the scheme during the last year.

As at 27 July 2016 there were 1,374 homeseekers on the Housing Register. Under the scheme there was a Supplementary Waiting List enabling applicants over 60 years of age who did not meet with the residency criteria, or have a housing need who could bid on properties in sheltered accommodation only. There were 164 applicants on this list.

RECOMMENDED:

That the progress report on the HomeOption Choice Based Lettings Scheme for the period 27 July 2015 to 27 July 2016 be noted.

20. ANNUAL REVIEW OF PROTECTED CHARACTERISTICS - HOUSING APPLICANTS AND LETTINGS

The Select Committee received a report from the Assistant Director – Housing Operations regarding the Annual Review of Protected Characteristics – Homeseekers and Lettings.

Following the introduction of the Equality Act 2010, and the Public Sector Equality Duty in 2011, public bodies have to consider all individuals when carrying out their day to day work, shaping policy and delivering services. Under the Act there were nine “Protected Characteristics.” Due to the requirements of the Act the Select Committee undertook an annual review of the characteristics relating to homeseekers on the Housing Register compared to the protected characteristics of those allocated accommodation. It was noted that statistics confirmed that the protected characteristics of homeseekers housed in Council accommodation was similar to those on the Housing Register.

RECOMMENDED:

That no recommendations be made concerning the Council’s Housing Allocations Scheme due to there being no significant disparity between the Protected Characteristics of homeseekers on the Housing Register and those allocated accommodation through the register.

21. CORPORATE PLAN ACTION PLAN PROGRESS - QUARTER 1

The Select Committee received a report from the Director of Communities regarding the Corporate Plan Key Action Plan 2016/17 – Quarter 1.

The Corporate Plan was the Council’s key strategic planning document setting out its priorities over the five year period from 2015/16 to 2019/20. The priorities or Corporate Aims were supported by key objectives, which provided a clear statement of the Council’s overall intentions for these five years.

The Corporate Plan Key Action Plan for 2016/17 had been agreed by the Cabinet in March 2016, progress in relation to all actions and deliverables was reviewed by the Cabinet, the Overview and Scrutiny Committee and the appropriate select committees on a quarterly basis.

The Key Action Plan 2016/17 was populated with actions or deliverables designed to secure progress against each of the key objectives during this period. The annual

action plans were working documents and subject to change and development to ensure that the actions remained relevant and appropriate. Progress against the Key Action Plan was reviewed on a quarterly basis to ensure the timely identification and implementation of appropriate further initiatives or corrective action.

There were 49 actions in total for which progress updates for Quarter 1 were as follows:

- (a) 32 (65%) of these actions had been achieved or were on target.
- (b) 7 (14%) of these actions were under control.
- (c) 2 (4%) were behind schedule.
- (d) 8 (16%) were pending.

The 16 actions that fell within the areas of responsibility of this Select Committee at the end of Q1 were:

- (i) 8 (50%) of these actions had been achieved or were on target.
- (ii) 3 (19%) of these actions were under control.
- (iii) 5 (31%) of these actions were pending.
- (iv) 0 (0%) of these actions were behind schedule.

RESOLVED:

That the progress made in regard to the Corporate Plan Action Plan – Quarter 1 be noted.

22. COMMUNITIES HOUSING KEY PERFORMANCE INDICATORS (KPI) - QUARTER 1

The Select Committee received a report from the Director of Communities regarding Key Performance Indicators 2016/17 – Quarter 1 Performance.

The Local Government Act 1999 required that the Council made arrangements to secure continuous improvement in the way in which its functions and services were exercised. As part of the duty to secure continuous improvement, a range of Key Performance Indicators (KPIs) relevant to the Council's services and key objectives were adopted each year by the Finance and Performance Management Cabinet Committee. Performance against the KPIs was monitored on a quarterly basis by the Management Board and the select committees.

A range of 37 Key Performance Indicators for 2016/17 was adopted by the Finance and Performance Management Cabinet Committee in March 2016. The KPIs were important to the improvement of the Council's services and the achievement of its key objectives. The overall position for all 37 KPIs at the end of Quarter 1 was as follows:

- (a) 25 (68%) indicators achieved the target.
- (b) 12 (32%) indicators did not achieve target.

- (c) 3 (8%) of these indicators performed within the agreed tolerance for the indicator.
- (d) 28 (76%) of indicators were currently anticipated to achieve year end target and a further 2 (5%) were uncertain whether they would achieve year end target.

Ten of the KPIs fell within this Select Committee's areas of responsibility. The overall position with regard to the achievement of target performance at Q1 for these indicators was as follows:

- (i) 7 (70%) indicators achieved target.
- (ii) 3 (30%) indicators did not achieve target.
- (iii) 0 (0%) of these KPIs performed within the agreed tolerance for the indicator.
- (iv) 8 (80%) of indicators were currently anticipated to achieve the year end target and a further 1 (10%) was uncertain whether it would achieve year end target.

RESOLVED:

That the Key Performance Indicators 2016/17 – Quarter 1 Performance be noted.

23. ATTENDANCE BY ESSEX POLICE DISTRICT COMMANDER AT NEXT MEETING - DISCUSSION ON ISSUES TO RAISE

The Select Committee received a report from the Director of Communities regarding Attendance by Essex Police District Commander at the next Select Committee meeting to discuss issues.

At its last meeting, members considered its draft Work Programme 2016/17. When agreeing to receive and discuss the Annual Report of the Community Safety Partnership at the meeting on 8 November 2016, the Select Committee also wanted to invite Essex Police's District Commander, Chief Inspector Denise Morrissey, who had subsequently the invitation, to attend the same meeting to give a presentation on current local policing issues and answer questions from the Select Committee. The Select Committee supported the proposed presentation theme being "The policing of the Epping Forest District and current local policing issues and concerns."

It was suggested that members give consideration in advance of the meeting of what they would like the guest to cover in her presentation and the areas of activity for scrutiny. It was agreed that the following areas should be raised with the District Commander to comment on:

- (a) The effects of the recent closure of police stations and public counters in the district.
- (b) Plans for the future use of closed police stations in the district.
- (c) The effectiveness locally of Essex Police's facility for reporting non-urgent crime online.

- (d) The effects of the reduced numbers of Police Community Support Officers (PCSOs) in Brentwood and Epping Forest and how PCSOs were tasked to make the best use of their reduced numbers.
- (e) The benefits and success of the “Virtual Community Safety Hubs” in this policing district.
- (f) The level of co-operation received from the District Council’s officers to work in partnership for preventing, combating and reducing crime.
- (g) The Police’s approach to dealing with anti-social behaviour at different levels of importance.
- (h) The Police’s views on the Council’s CCTV Strategy and its management.
- (i) The numbers of police officers working in the district and their shift patterns?
- (j) The apparent lack of a Police presence in the area.
- (k) Communications difficulties with the Police.
- (l) Increasing the awareness needed of local Police success stories in the District.
- (m) The prevalence of drug dealing in the District and concerns around the use of laughing gas by young people.
- (n) Apparent confusion by the public on police areas of responsibility and the most appropriate ways of reporting crimes.
- (o) Concerns about Police response times to calls and the apparent lack of the required staffing resources.
- (p) The level of cross county/border co-operation.
- (q) The possibility of parish/town councils funding the employment of PCSOs to help police their local area?
- (r) How the Police can assist with the problem of obstructive parking on housing estates?
- (s) How the Police could assist in dealing with motorbikes being ridden on private land with and without the landowner’s permission.

RESOLVED:

That the areas for discussion highlighted above be provided to the Essex Police District Commander in advance her attendance at the Select Committee meeting on 8 November 2016.

24. REPORTS TO BE MADE TO THE NEXT MEETING OF THE OVERVIEW AND SCRUTINY COMMITTEE

The Chairman confirmed that she would make a brief summary of the meeting’s progress to the next Overview and Scrutiny Committee.

25. FUTURE MEETINGS

The next meeting of the select committee would be held on Tuesday 8 November 2016 at 7.00p.m. in Committee Room 1.

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COMMUNITIES SELECT COMMITTEE

TERMS OF REFERENCE 2016/17

Title: Communities Select Committee

Status: Select Committee

1. To undertake overview and scrutiny, utilising appropriate methods and techniques, of the services and functions of the Communities Directorate;
2. To develop a programme of work each year, informed by relevant service aims and member priorities, to ensure that the services and functions of the Communities Directorate are appropriate and responsive to the needs of residents, service users and others;
3. To consider any matter referred to the Select Committee by the Overview and Scrutiny Committee, the Cabinet or a relevant Portfolio Holder, and to report and make recommendations directly to the Committee, the Cabinet or such Portfolio Holder as appropriate;
4. To consider the effect of Government actions or initiatives on the services and functions of the Communities Directorate and any implications for the Council's residents, service users and others, and to respond to consultation activities as appropriate;
5. To establish working groups as necessary to undertake any activity within these terms of reference;
6. To undertake pre-scrutiny through the review of specific proposals of the Council and its partner organisations or other local service providers, insofar as they relate to the services and functions of the Communities Directorate, to help develop appropriate policy;
7. To undertake performance monitoring in relation to the services and functions of the Communities Directorate, against adopted key performance indicators and identified areas of concern;
8. To identify any matters within the services and functions of the Communities Directorate that require in-depth scrutiny, for referral to the Overview and Scrutiny Committee; and
9. To recommend the establishment of task and finish panels to the Overview and Scrutiny Committee as necessary, in order to undertake any activity within these terms of reference.

Chairman: Councillor Y Knight

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Communities Select Committee (Chairman – Cllr Yolanda Knight)

Work Programme 2016/17

Item	Report Deadline/Priority	Progress/Comments	Programme of Meetings
Standard (Periodic) Items			27th June 2016 6th Sept 2016 8th Nov 2016 21 st Nov 2016 17th Jan 2017 14th March 2017
(1) Performance against Housing Service Standards and Review (<i>Recommendations to Housing Portfolio Holder</i>)	June 2016 (Medium)	(<i>Housing Portfolio</i>) Completed - June 2016 meeting	
(2) 6-Month Progress Report on Housing Strategy Action Plan 2016	June 2016 (Medium)	(<i>Housing Portfolio</i>) Completed - June 2016 meeting	
(3) Communities Key Performance Indicators (KPIs) – 2015/16 Out-Turn	June 2016 (Low)	(<i>Housing Portfolio</i>) Completed - June 2016 meeting	
(4) Progress with Key Actions for the Corporate Plan led by the Communities Directorate – 2015/15 Out-Turn	June 2016 (Low)	(<i>All Portfolios</i>) Completed - June 2016 meeting	
(5) Summary of key housing provisions of the Housing and Planning Act 2016	June 2016 (Low)	(<i>Housing Portfolio</i>) Completed - June 2016 meeting	
(6) Annual Diversity Report of Housing Applicants and Lettings	September 2016 (Low)	(<i>Housing Portfolio</i>) Completed – September 2016 meeting	

(7) Annual Report on the HomeOptions Choice Based Lettings Scheme	September 2016 (Low)	<i>(Housing Portfolio)</i> Completed – September 2016 meeting
(8) Communities Key Performance Indicators (KPIs) – Quarter 1	September 2016 (Low)	<i>(Housing Portfolio)</i> Completed – September 2016 meeting
(9) Progress with Key Actions for the Corporate Plan led by the Communities Directorate – Quarter 1	September 2016 (Low)	<i>(All Portfolios)</i> Completed – September 2016 meeting
(10) Annual feedback on the success of the Crucial Crew initiative and proposals for future delivery	September 2016 (Low)	<i>(Safer Greener Transport Portfolio)</i> Completed – September 2016 meeting
(11) Annual Report of the Community Safety Partnership	8 th November 2016 (Medium)	<i>(Safer Greener Transport Portfolio)</i> Scheduled for 8th November meeting
(12) Annual feedback on the success of the Summer Holiday Activity Programme and learning points for the future	8 th November 2016 (Low)	<i>(Leisure and Community Service Portfolio)</i> Scheduled for 8th November meeting
(13) Six-monthly Progress Report on Housing Business Plan Action Plan 2016/17	21 st November 2016 (Medium)	<i>(Housing Portfolio)</i> Scheduled for 21st November meeting
(14) Six-Month Review of the HRA Financial Plan 2016/17	21 st November 2016 (High)	<i>(Housing Portfolio)</i> Scheduled for 21st November meeting
(15) Communities Key Performance Indicators (KPIs) – Quarter 2	21 st November 2016 (Low)	<i>(Housing Portfolio)</i> Scheduled for 21st November meeting

(16) Progress with Key Actions for the Corporate Plan led by the Communities Directorate – Quarter 2	21 st November 2016 (Low)	<i>(All Portfolios)</i> Scheduled for 21st November meeting
(17) Annual feedback on the success of the Reality Roadshow initiative and learning points for the future	January 2017 (Low)	<i>(Leisure and Community Service Portfolio)</i>
(18) Housing Strategy Key Action Plan 2016 – 12 Month Progress Report	January 2017 (Medium)	<i>(Housing Portfolio)</i>
(19) Housing Strategy Key Action Plan 2017 <i>(Recommendations to Housing Portfolio Holder)</i>	January 2017 (Medium)	<i>(Housing Portfolio)</i>
(20) Briefing on the proposed Council rent increase for 2017/18	January 2017 (Low)	<i>(Housing Portfolio)</i>
(21) Housing service improvements and service enhancements – 2017/18 <i>(Recommendations to Cabinet)</i>	January 2017 (High)	<i>(Housing Portfolio)</i>
(22) Communities Key Performance Indicators (KPIs) – Quarter 3	March 2017 (Low)	<i>(Housing Portfolio)</i>
(23) Communities Key Performance Indicators (KPIs) – Targets for 2017/18	March 2017 (High)	<i>(Housing Portfolio)</i>
(24) Progress with Key Actions for the Corporate Plan led by the Communities Directorate – Quarter 3	March 2017 (Low)	<i>(All Portfolios)</i>

(25) 12-monthly Progress Report on Housing Business Plan Action Plan 2016/17	March 2017 (Medium)	<i>(Housing Portfolio)</i>
(26) HRA Business Plan 2017/18	March 2017 (High)	<i>(Housing Portfolio)</i>
(27) Annual Report from representatives of the Youth Council on completed and proposed activities	March 2017 (High)	<i>(Leisure and Community Service Portfolio)</i>
Special (Planned) Items		
(28) Presentation on Disabled Facilities Grants and current demand and expenditure	September 2016 (Medium)	<i>(Housing Portfolio)</i> Completed – September 2016 meeting
(29) Approach to promotion and marketing of support and financial incentives for under-occupying tenants wanting to transfer	September 2016 (Medium)	<i>(Housing Portfolio)</i> Completed – September 2016 meeting
(30) Attendance by Essex Police District Commander at next meeting - Discussion on issues to raise	September 2016 (Medium)	<i>(Safer Greener Transport Portfolio)</i> Completed – September 2016 meeting
(31) Presentation from Essex Police's District Commander on current policing and crime issues in the District	8 th November 2016 (Medium)	<i>(Safer Greener Transport Portfolio)</i> Scheduled for 8th November meeting
(32) Review of the Council's Careline Service <i>(Recommendations to Cabinet)</i>	21 st November 2016 (High)	<i>(Housing Portfolio)</i> Scheduled for 21st November meeting

(33) Presentation by Epping Forest CAB on its use of EFDC funding for their two Debt Advisors	21 st November 2016 January 2017 (High)	(Housing Portfolio) Deferred – The CAB Manager was unable to make the date of the meeting
(34) Consultation on the Council's HRA Financial Options Review – prior to consideration by the Finance and Performance Management Cabinet Committee (Recommendations to the Finance and Performance Management Cabinet Committee)	November 2016 January 2017 (High)	(Housing Portfolio) Delayed – Due to the Govt. not yet publishing its proposed arrangements for the required sale of higher value empty Council properties
(35) Review of CCTV Action Plan	January 2017 (Medium)	(Safer Greener Transport Portfolio)
(36) Review of the future use of sheltered/grouped housing scheme sites (Recommendations to Cabinet / Housing Portfolio Holder)	January 2017 (High)	(Housing Portfolio)
(37) Housing Strategy 2017 – 2021 (Recommendations to the Cabinet and Full Council)	March 2017 (High)	(Housing Portfolio)
Items added to Work Programme during the year		
(38) Approach to decommissioning CCTV systems	8 th November 2016 (Medium)	(Safer Greener Transport Portfolio) Scheduled for 8th November meeting
(39) Presentation on disabled adaptations to Council properties	January 2017 (Low)	(Housing Portfolio)

(40) The homelessness situation in Epping Forest and potential mitigation strategies	January 2017 (High)	<i>(Housing Portfolio)</i>	
Planned Items for Future Years			
Review of the success of the pilot scheme to extend the opening hours of the Limes Centre, following 12 months' operation	July 2017 (Medium)	<i>(Leisure and Community Service and Safer Greener Transport Portfolios)</i>	
12-month review of homelessness loans and tenancy deposits funded by "Invest to Save"	July 2017 (Medium)	<i>(Housing Portfolio)</i>	
Review of the approach to the Scheme Management Service to sheltered housing and properties designated for older people <i>(Recommendations to Cabinet / Housing Portfolio Holder)</i>	July 2017 (High)	<i>(Housing Portfolio)</i>	
Attendance by Essex Police District Commander at next meeting - Discussion on issues to raise	September 2017 (Medium)	<i>(Safer Greener Transport Portfolio)</i>	
Review of Housing Allocations Scheme and Tenancy Policy after 2 years operation (with any changes effective from April 2018) <i>(Recommendations to the Cabinet)</i>	September 2017 (High)	<i>(Housing Portfolio)</i>	

Presentation from Essex Police's District Commander on current policing and crime issues in the District	November 2017 (Medium)	<i>(Safer Greener Transport Portfolio)</i>	
Review of Housing Service Strategy on Home Ownership and Leaseholder Services	January 2018 (Low)	<i>(Housing Portfolio)</i>	
Review of Housing Service Strategy on Anti-Social Behaviour and Harassment	March 2018 (Low)	<i>(Housing Portfolio)</i>	
Review of Housing Service Strategy on Tenant Participation	March 2019 (Low)	<i>(Housing Portfolio)</i>	
Review of Housing Service Strategy on Rent Arrears and Administration	November 2019 (Low)	<i>(Housing Portfolio)</i>	
Review of Housing Service Strategy on Older People's Housing	September 2020 (Low)	<i>(Housing Portfolio)</i>	
Review of Housing Service Strategy on Housing and Neighbourhood Management	September 2020 (Low)	<i>(Housing Portfolio)</i>	
Review of Housing Service Strategy on Empty Properties in the Private Sector	March 2021 (Low)	<i>(Housing Portfolio)</i>	

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Report to Communities Select Committee

Date of meeting: 8 November 2016

Portfolio: Safer Greener and Transport – Cllr G. Waller

Subject: Presentation and Question & Answer Session – Chief Inspector Denise Morrissey - Essex Police District Commander for Brentwood and Epping Forest

Officer contact for further information:

Alan Hall – Director of Communities (01992 564004)

Committee Secretary: Mark Jenkins (01992 56 4607)

Recommendations:

- (1) That the Select Committee receives the Presentation from Essex Police’s District Commander for Brentwood and Epping Forest, Chief Inspector Denise Morrissey, on:
*“The policing of the Epping Forest District and current local policing issues and concerns”***
- (2) That members of the Select Committee ask questions of the District Commander, relating to the areas of discussion agreed at the Select Committee’s last meeting (listed in the report below), of which advance notice has been given to the District Commander.**

Report

1. When the Select Committee formulated its Work Programme for 2016/17, it agreed that, at the same meeting as the Committee receives and discusses the Annual Report of the Community Safety Partnership, an invitation be extended to Essex Police’s District Commander for Brentwood and Epping Forest, Chief Inspector Denise Morrissey, to give a brief presentation on current local policing issues and to answer questions from members of the Select Committee.

2. It is estimated that the Presentation will last 20-30 minutes. As agreed at the last meeting, the District Commander has been asked to focus the theme of her presentation on:

“The policing of the Epping Forest District and current local policing issues and concerns”

3. At its last meeting, the Select Committee also considered and agreed the areas and issues that it would like to discuss with the District Commander in a Question and Answer Session. As requested by the Committee, CI Morrissey has been given advanced notice of the areas that it wishes to discuss, in order to give her sufficient time to prepare for her responses and to therefore make the discussion and any possible outcomes useful and meaningful.

4. The areas/issues that the Select Committee agreed to raise are listed below. There is unlikely to be enough time for members to raise all of the issues, so it is suggested that individual members select the issues they most want to raise:

- 1) The effects of the recent closure of police stations and public counters in the district.
- 2) The Police's plans for the future use of closed police stations in the district.
- 3) The effectiveness locally of Essex Police's facility for reporting non-urgent crime online.
- 4) The effects of the reduced numbers of Police Community Support Officers (PCSOs) in Brentwood and Epping Forest and how PCSOs were tasked to make the best use of their reduced numbers.
- 5) The benefits and success of the "Virtual Community Safety Hubs" in this policing district.
- 6) The level of co-operation received from the District Council's officers to work in partnership for preventing, combating and reducing crime.
- 7) The Police's approach to dealing with anti-social behaviour at different levels of importance.
- 8) The Police's views on the Council's CCTV Strategy and its management.
- 9) The numbers of police officers working in the district and their shift patterns
- 10) The apparent lack of a visible Police presence in the area
- 11) Comments on apparent communications difficulties with the police
- 12) Increasing the awareness of local Police success stories in the District
- 13) The prevalence of drug dealing in the District and concerns around the use of laughing gas by young people
- 14) Apparent confusion by the public with police areas of responsibility and the most appropriate ways of reporting crimes
- 15) Concerns about Police response times to calls and the apparent lack of the available staffing resources
- 16) The level of cross-county/border co-operation
- 17) The possibility of parish/town councils funding the employment of PCSOs to help police their local area
- 18) How the Police can assist with the problem of obstructive parking on housing estates
- 19) How the Police can assist in dealing with motorbikes being ridden on private land, both with and without the landowner's permission.

5. It should be noted that, under the next item on its Agenda, the Select Committee will be considering and discussing the Epping Forest Community Safety Partnerships' Annual Report, with which there will undoubtedly be some overlap.



SCRUTINY



Report to: Communities Select Committee

Date of meeting: 8 November 2016

Subject: CSP Annual Report 2015/16

Officer contact for further information: C Wiggins
(01992 56 4122)

Committee Secretary: Mark Jenkins (01992 56 4607)

Recommendations/Decisions Required:

Each year, the Epping Forest Community Safety Partnership (CSP) is required to present its Annual Report to Epping Forest District Council. The Communities Select Committee is therefore asked to note the findings of the CSP Annual report for 2016, and invited to seek clarification on any information provided.

Report:

1. Community Safety Partnerships (CSP's) provide a statutory function in all District, City and Borough Councils across the UK.
2. In Epping Forest District, the partnership consists of representatives from a range of statutory and non-statutory organisations, including; Essex Police, Epping Forest District Council, Essex Fire & Rescue, Community Rehabilitation Company (CRC) the National Probation Trust, Essex Trading Standards and West Essex Clinical Commissioning Group, and the voluntary sector, through Voluntary Action Epping Forest.
3. Each year, all CSP's are required to produce an annual report on the initiatives and work that they have undertaken in their designated area, to address local crime, disorder and anti-social behaviour. They are required to present these to the respective Local Authority and this is usually via the Overview and Scrutiny function.
4. The CSP Annual Report for 2015/16 is therefore included within the current Communities Select Committee work programme and the Council's Community Safety Manager is pleased to present the report at this meeting.
5. The report covers the financial status of the CSP and an overview of work undertaken to address the key priorities for the Epping Forest District, and is supported by a range of case examples.
6. The Communities Select Committee is therefore asked to review the CSP Annual Report and seek clarification on any initiatives or information that is provided.

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Community Safety Partnership Annual Report 2016

Caroline Wiggins



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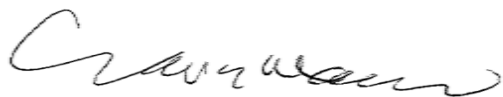
CSP - Chair introduction

Comments from CSP Chairman - Gary Waller

It has been another challenging but also highly rewarding year for everyone working with the Epping Forest District Community Safety Partnership.

Just as the priorities of Essex Police have changed, with more emphasis now devoted to 'hidden harms' including domestic abuse and exploitation of children, so the kind of work undertaken by the Council's community safety team has altered too. Council officers are working more closely than ever with the police to combat crime and disorder, and cooperating with other partners such as Essex Trading Standards to help local residents be on their guard against proliferating online and telephone scams. While the threats do not diminish, there have been notable successes in combatting them and providing reassurance, for instance with the help of our extensive CCTV coverage which is much appreciated by local people.

I very much welcome the increased participation by partners in the work of the CSP and believe we now have in place a strong foundation on which to build an even more effective level of cooperation in furthering our efforts to support residents and those who rely on us.



How we work

Community Safety Partnerships (CSP) were first introduced nationally in 1998, to offer a multi-agency solution in response to crime and the fear of crime within communities. They do not replace the work of the Police or the day-to-day business of the other participating agencies, but are widely considered as the most effective approach to finding joint solutions to local issues.

Epping Forest CSP consists of the following statutory bodies; Essex Police, Epping Forest District Council, Essex Fire and Rescue, Community Rehabilitation Company (CRC) the National Probation Trust, Trading Standards and West Essex Clinical Commissioning Group and the voluntary sector, through Voluntary Action Epping Forest.

The Strategic Board of the Partnership meets quarterly and works directly with the Council's Community Safety Manager and Team to address priorities identified within the District Strategic Intelligence Assessment. Representatives from the Community Safety Team attend Essex Police district tasking meetings on a fortnightly basis to respond to any emerging issues within the district and further the selected priorities adopted within the annual strategic assessment.

CSP funding

Organisation	£
Police Crime Commissioner - core funding	21,896
Epping Forest District Council	33,850 (breakdown below)
Limes Farm	11,750
Partnership co-ordinator (Year 2 – 16/17)	5,000
Older peoples safety event	1,000
Home Safety Scheme	5,500
Volunteer Police Cadets	1,000
Hidden Harm CSE Conference	1,400
Crucial Crew	8,200
Hidden Harms (PCC Funding)	1,450
Chigwell Parish Council – Limes Farm	3,000
London and Quadrant – Limes Farm	4,000
Fire and Rescue – CSP Admin Support	3,000
Schools funding (Crucial Crew)	11,678 (breakdown below)
Epping Forest Schools	6,714
Brentwood Schools	4,964
Overall total	78,874

Performance summary highlights 2015-16

1. Diverting young people away from crime and anti-social behaviour

Volunteer Police Cadets

The Volunteer Police Cadets (VPC) are a uniformed voluntary youth organisation, supported by the police, open to young people 13 to 18 years of age. VPCs are welcomed from all of the UK's diverse communities, irrespective of their background or financial circumstances, and including those vulnerable to crime or social exclusion.

The VPC Mission:

To reduce youth vulnerability to crime in Essex and provide the opportunity for young people to participate positively in their communities;

- Prevent and reduce youth offending in Essex,
- Promote a practical understanding of policing amongst young people,
- Support local policing priorities through volunteering, and
- Improve public confidence in policing.

Epping Forest was chosen to host one of the first Volunteer Police Cadet Units which was launched in 2015, the others being at Chelmsford and Southend. All of the units are staffed by volunteers.

The Cadets are based at Limes Farm Community Hall and have been supported by Epping Forest CSP and Epping Forest District Council (EFDC).

2. Reduce re-offending

Integrated Offender Management (IOM)

Epping Forest CSP Works in partnership with Offender Management, drug and alcohol services and health partners, to manage repeat offenders through a coherent structure, in order to reduce crime and re-offending, and improve public confidence in the criminal justice system. Officers from both the Community Safety and Housing Teams attend regular Integrated Offender Meetings (IOM) hosted by the Community Rehabilitation Company (CRC).

This approach recognises that repeat offenders have multiple problems which contribute to their offending that cannot be addressed by a single agency.

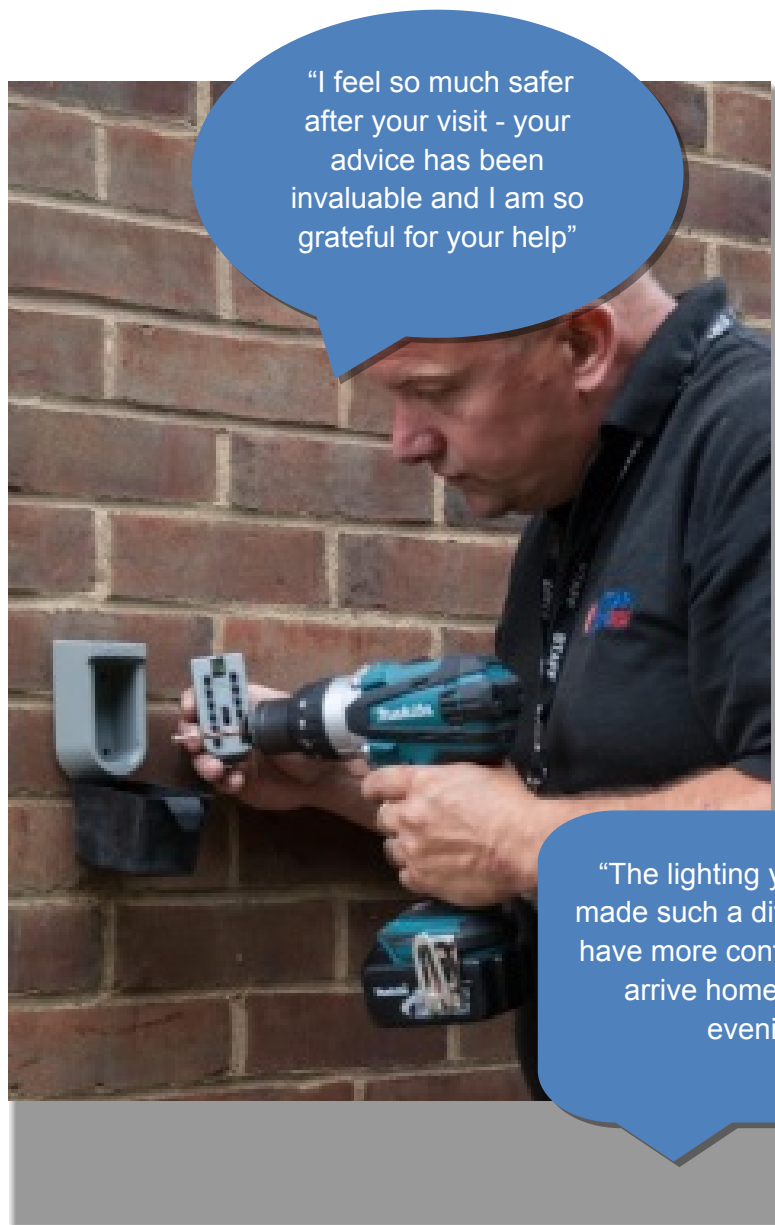
3. Provide vulnerable victim care and reduce repeat victimisation

VAEF Home Safety / Handyman Scheme

Between April 2015 and March 2016, 734 properties of elderly people were visited for 'Falls Prevention' work and additional security checks, were carried out for 304 of these. 158 pieces of security equipment were fitted following these visits and this included items such as door chains, key safes, door jammers, window locks, lighting and new bolts to help residents feel safer in their homes.

In addition to this, 45 visits were made to Epping Forest residents via referrals from EFDC's Community Safety Team.

Quotes from clients:



"I feel so much safer after your visit - your advice has been invaluable and I am so grateful for your help"

"The lighting you fitted has made such a difference. I now have more confidence when I arrive home during the evenings"

CSP Casework - examples of vulnerable residents

Over the last year, the Community Safety Team has worked in partnership with the Police and health colleagues, on a range of complex cases involving vulnerable residents of the district. The following information provides examples of such work.

Case one

What appeared to be an ongoing neighbour dispute, resulted in Police, EFDC Community Safety, Housing and Neighbourhoods Teams working together, to protect an elderly and vulnerable resident from the behaviour of her neighbour.

Following a noise nuisance complaint from what turned out to be the perpetrator in this case, the Council installed noise monitoring equipment to assess levels of noise emanating from the elderly residents home.

However, it was very soon identified by staff and police colleagues, that in fact, the complainant had mental health problems and was making threats to his neighbour. This resulted in a range of home security improvements and cameras being installed for the elderly resident and regular visits being undertaken to her home, with police exercising enforcement powers where possible. The situation escalated to the point where EFDC (supported by Essex Police) called a multi-agency review meeting as there were clear concerns about the perpetrators mental state of health and yet, these were not being acknowledged by the mental Health Team. Representatives from the Community Mental Health Team attended this and after pressure from EFDC and police, they carried out a mental health assessment. The outcome of the assessment was that the perpetrator was sectioned and is now receiving treatment for his condition.

Case two

After numerous complaints from a range of residents in Debden, the Community Safety and Community Policing Teams worked together, to identify youths persistently climbing and accessing balconies of flats over shops on The Broadway. Police were able to identify persistent offenders and EFDC wrote to parents advising of their behaviour and the distress being caused to other residents. It was identified that the youths were accessing the balconies using one particular area, so the Community Safety Team match funded the Council's Housing Team and erected a short section of anti-climb railings in this area. Since the erection of this barrier all complaints have stopped.

Case three

A recent case was investigated which involved an allegation of cuckooing (the coercive home takeovers of vulnerable tenants by drug dealers and gang members) of a male in an EFDC flat in the Loughton area. As a result of the investigation by the Police Community Policing Team (CPT) and the Community Safety Team, it was identified that the perceived victim was in fact a key perpetrator and was allowing his property to be used as a 'crack house'. This meant that neighbouring residents were suffering from high levels of crime and disorder in the vicinity of the property. A sexual exploitation risk was also identified involving a female that the male had formed a relationship with.

Working in conjunction with the police, a multi-agency risk management meeting was held and the perpetrator's Social Worker attended and was able to provide professional judgement on his capacity. As a result, the CPT and EFDC worked together to obtain the district's first 'Closure Order' At the same time, notice was served on the perpetrator and possession of the property obtained.

To prevent the perpetrator moving in with the female that he had forged a relationship with (who lived nearby), the council obtained an injunction with power of arrest and policed it via an overt re-deployable CCTV camera. All complaints have now stopped and the premises have been re-possessed. The female is also safe, as the perpetrator has had to move away, making himself intentionally homeless.

Victim Care

The Community Safety Partnership places victims at the heart of its crime reduction activity. Crime can have a profound effect on people's lives and create fear, which negatively impacts on their overall quality of life. Therefore, victims in the district are able to receive a range of support through visits from Police, Council and voluntary sector agencies, designed to provide a risk management service.

The management of high risk victims of domestic abuse, hate crime and people deemed vulnerable through age or physical or mental infirmity, is carried out by providing joint security visits by police and the Council's Community Safety Team. Practical advice is offered and physical security products are supplied that are tailored to the individual's needs. Should further work be needed, the CSP works with the voluntary sector to provide a free handyman service, to fit security improvements that may be required. In addition to physical security products, victims are given life-styling advice to help them identify times when they may be at greater risk and a plan of how to deal with it. Visits have a positive impact and local research indicates that victims are 30% less likely to suffer physical assault up to six months after a visit.

The CSP also works with housing providers and domestic abuse outreach teams, to assist in protecting medium risk victims of domestic abuse. It is acknowledged, that cases of medium risk victims can quite often escalate rapidly to high risk, and early identification and management of these cases can help reduce the likelihood of serious victimisation. The Community Safety Team enlists the assistance of the public sector through the ‘active citizen’ scheme and has secured the voluntary services of a recently retired Police Crime Prevention Officer, who can provide help and advice to victims.

All those visited are surveyed about the service they receive and below are some of the responses:



4. Town centre and neighbourhood safety

Reducing Urban Street Gang Activity

The national trend in the growth of urban street gangs affects every district in the country and in cities like London, there is significant gang related activity recorded. Due to its location bordering London, some of this overflows into the Epping Forest District and there have been local incidents which have involved serious crime in these areas. However, the district does not currently appear to have the serious gang problems of some of its neighbouring areas, but, the problem of gangs cannot be ignored.

Events in the Grange Hill area, led to the development of a Partnership Plan to tackle the ‘gang’ problem through engagement, reassurance and enforcement. It is common for gang activity to infiltrate the weaker members of a community and particularly those who live alone with drug, alcohol or mental health problems. Exploitation of the vulnerable, by gang members, is ruthless and is known as ‘cuckooing’. Early identification of potential victims is therefore essential and housing providers, community engagement organisations and public service contractors are thoroughly briefed, to help them recognise and alert professionals when cuckooing is suspected. In addition, targeted re-deployable public space CCTV is available for installation in areas of concern.

Funding was made available via the CSP, EFDC, Chigwell Parish Council and London and Quadrant Housing for a, ‘Community Safety Accreditation Scheme (CSAS) security company’, to be deployed alongside police resources, to provide high visibility public reassurance and intelligence gathering. Regular intelligence briefings were held with Essex, Metropolitan and British Transport Police, which were led and managed by the council’s Community Safety Team.

Priority graffiti cleaning was carried out, particularly when the graffiti related to gang activity, or had a territorial theme such as post codes. There was also a heavy investment in community engagement activity to provide a ‘business as usual’ atmosphere.

Through tasking and daily briefings, Police and Council services worked closely with each other, in particular, Community Safety, Community Policing, and Integrated Offender Management (IOM), with each team bringing their own areas of expertise in a co-ordinated way to ensure the safety of the public.

West Local Policing Analyst

Over the last two years, the Council’s Community Safety Team has hosted and managed the West Local Policing Analyst, on behalf of Essex Police and Brentwood, Thurrock and Harlow Community Safety Partnerships. This post has now transferred to Police Headquarters, but continues to fulfil the role of providing analytical support for the activities of the respective Community Safety Partnerships. It is hoped that the analyst will continue to play a lead role in the development and production of the annual Strategic Intelligence Assessment for each Partnership. This document is produced annually by the Community Safety Team and identifies priority issues that need to be addressed through co-ordinated partnership action.

5. Identify and reduce the damage caused by all forms of Hidden Harm

CSE Conference

A conference focussing on Child Sexual Exploitation (CSE) was provided by the CSP, on 26 November 2015 to local partners from West Essex for the purpose of raising awareness of CSE. The conference provided an opportunity to raise the profile of CSE and update a range of multi-disciplinary professionals on local developments and services. It was attended by approximately 100 delegates from a range of agencies, which included schools, early learning, midwifery, victim support, police, family operations, army, district councils, youth services and youth council, housing and Fire Service.

Delivered by a range of professionals, the conference was very well received by all attendees. Findings from the event were used in considering the local picture and developments across the County, in a report produced by Clare Livens Essex Safeguarding Children’s Board, CSE Project Manager.



Modern Slavery Conference

The Community Safety Partnership also organised a Modern Day Slavery Conference in March 2016, which was open to all relevant staff in the Council and a range of partners. It highlighted the ways in modern slavery crimes begin, the signs to look out for and the reporting procedures in place. Speakers at the conference included representatives from the Salvation Army, who gave an overview of modern slavery and sexual exploitation; Barnardos who spoke about child slavery and the Gangmasters Licensing Authority, who talked about forced labour. During a break in the conference, a Police Officer attending the event was called to deal with a mother and her two small children, who presented themselves to Epping Police Station and were identified as potential victims of a criminal trafficking gang.



Modern Slavery
Victims of Modern Slavery could be men or women of any age, any race or ethnicity, any religion or background and of any social or economic status. You may have seen them in the UK or they could be British.

How to Spot the Signs of Modern Slavery:

- Victims are forced to work through mental or physical threat.
- They are owned or controlled by an "employer" usually through mental or physical abuse or threat of abuse to them or a member of their family.
- They show a lack of self-esteem, are anxious or withdrawn.
- They seem to be physically constrained or have restrictions placed on their freedom of movement.
- They have few personal possessions and often wear the same clothes.
- They appear to have a fear of authority and a reluctance to talk.

IF YOU SPOT ANY SIGNS CALL:

Internal Emergency 999
Local Police 101
Crimline 0800 555 111
Salvation Army 0300 3038151
Safeguarding Team at EFDG 01992 568608
Child Trafficking Advice Centre 0800 800 5000

Unchosen: A Film Against Slavery
London Business School
Epping Forest District Council
Epping Forest District Council
Epping Forest District Council
Epping Forest District Council

Unchosen
A Film Against Slavery

Epping Forest District Council

community
safety
PARTNERSHIP

MACE

Missing and Child Exploitation (MACE) Groups were set up in Essex during 2015 and are multi-agency forums, to enable partners to develop a common understanding of issues affecting vulnerable children in each Quadrant of the County. The West area quadrant includes Epping Forest, Harlow, Uttlesford and Brentwood area.

The MACE focusses on those children who are vulnerable because they run away and/or may become involved in child sexual exploitation (CSE) and/or offending behaviour. Some of these children also tend to be absent from school and/or have mental health issues and it aims to identify and support any children and young people at risk.

All of the Quadrant MACE Groups report to the Southend, Essex and Thurrock (SET) CSE Strategic Group, which in turn reports to the Local Safeguarding Children Board.

Young Persons ISVA

Following the identification of young victims of potential CSE in Epping Forest and Braintree districts, the two Councils applied to the Police and Crime Commissioner's (PCC) Fund, for funding towards a young persons' Independent Sexual Violence Advisor. The proposal was successful and included the support of Victim Support as the lead agency in providing ISVA care. .

The advisor took up post in 2015 and worked within a multi-agency setting, to provide a proactive service to 13 - 18 year old victims of sexual violence, abuse and exploitation, within and outside the criminal justice system. The main aims of the work were to;

- Risk assess and help young people keep safe,
- Help young people access their rights,
- Help young people access health and other services they need,
- Monitor and keep young people informed of case progress, and
- Provide support through the criminal justice system.

The service was very successful, and in April 2016 was transferred to a new county wide service provider, SERRIC (South Essex Rape and Incest Crisis Centre).

Older Peoples Safety

A Senior Safety Awareness event was provided in Waltham Abbey in March 2016. The event, which was funded by the PCC, was organised and developed by the Community Safety and Community Health and Wellbeing teams at the Council, as part of other 'Senior' initiatives taking place across Essex.

The event was aimed at older residents of the district and provided residents with the tools and knowledge they need to keep safe in and around the home. They were encouraged to share what they had learnt with their families, friends and neighbours.

A mix of public and voluntary organisations supported the events, including Essex Police who gave talks on crime prevention, Essex County Fire and Rescue Service gave a talk on smoke alarms and making your home safe, Trading Standards spoke about scams and bogus callers and Crime Stoppers talked about their service and how to report crime anonymously.

Following the informative talks, the attendees were treated to a musical that captured all the issues that had been raised from the earlier talks. The musical entitled 'Scram busters,' was written and performed by Solomon Theatre and was a great hit with the audience. Everyone attending also received a goody bag with information that supported the event which included services and activities taking place across the district.

The event had really great reviews with many of those attending learning something new, one resident said "it was a wake-up call making people aware of scams", another said that she was "overwhelmed by the speakers and the performance", and another resident commented that they "thoroughly enjoyed the event".



The J9 Domestic Abuse Awareness Programme, which has been running in West Essex for over four years, has been continually developed by the Community Safety Manager and is soon to be rolled across a number of other local authorities in Essex.

Named in memory of Janine Mundy, who was killed by her estranged husband while he was on police bail, the J9 initiative was originally set up by Janine's family and the local police in Cambourne, Cornwall, where she lived. It aims to raise awareness of domestic abuse and assist victims to seek the help they so desperately need, by promoting its pink heart (J9) branding, to show people where they can access support.

Initially the project was delivered in just Epping Forest, but the programme has gradually expanded to cover West Essex and the training programme is now provided by Epping Forest, Uttlesford and Safer Harlow CSPs throughout the year. It aims to raise awareness and increase knowledge and understanding of domestic abuse for key staff in public and voluntary sector organisations who have direct contact with families. In the course of their work, these staff may come into contact with someone they suspect is a victim of domestic abuse or a client may reveal that they are suffering abuse. The training is delivered by Safer Places, who provide a safe haven for people and it aims to ensure that staff are equipped to respond appropriately and effectively to any concerns.

The project now has a mailing list of over 400 professionals and service providers across Essex who have attended the domestic abuse awareness training and who promote the initiative within their organisation. All resources from the training are available on a dedicated area of the EFDC website and where possible, Epping Forest CSP provides regular updates and twice yearly newsletter to all attendees. The website, J9 resources and the mailing list is currently maintained by the Epping Forest Community Safety Manager.

Appendix one

Essex Police performance summary - March 2015 to April 2016

Epping Rolling 12 Months to April

Top Level	Offences			
Crime Type	2015	2016	# diff.	% diff.
Anti-Social Behaviour (incidents)	3814	3554	-260	-6.8
All Crime (excl. Action (NFIB) Fraud)	6722	7519	797	11.9
- State Based Crime	582	753	171	29.4
- Victim Based Crime	6140	6766	626	10.2
Victim Based Crime	Offences			
Crime Type	2015	2016	# diff.	% diff.
Violence Against the Person	1376	1818	442	32.1
- Homicide	0	2	2	-
- Violence with Injury	591	692	101	17.1
- Violence without Injury	785	1124	339	43.2
Sexual Offences	136	123	-13	-9.6
- Rape	53	37	-16	-30.2
- Rape - Under 16 yrs	16	11	-5	-31.3
- Rape - Over 16 yrs	37	26	-11	-29.7
- Other Sexual Offences	83	86	3	3.6
Robbery	87	84	-3	-3.4
- Robbery of business property	3	6	3	100.0
- Robbery of Personal Property	84	78	-6	-7.1
Theft Offences	3670	3858	188	5.1
- Burglary	1118	1058	-60	-5.4
- Dwelling Burglary	740	670	-70	-9.5
- Other Burglary	378	388	10	2.6
- Vehicle Offences (incl. Interference)	1078	1246	168	15.6
- Theft from Vehicle	622	708	86	13.8
- Theft of Motor Vehicle	358	412	54	15.1
- Vehicle Interference	98	126	28	28.6
- Theft	1474	1554	80	5.4
- Theft from the Person	73	83	10	13.7
- Theft of Pedal Cycle	51	71	20	39.2
- Shoplifting	464	444	-20	-4.3
- Other Theft	886	956	70	7.9
Criminal Damage inc. Arson	871	883	12	1.4
- Criminal Damage	841	861	20	2.4
- Arson	30	22	-8	-26.7
Racial/Religiously Aggravated Offences	70	70	0	0.0
State Based Crime	Offences			
Crime Type	2015	2016	# diff.	% diff.
Drug Offences	154	191	37	24.0
- Trafficking of Drugs	23	46	23	100.0
- Possession of Drugs	131	145	14	10.7
Possession of Weapons	32	44	12	37.5
Public Order	301	416	115	38.2
Miscellaneous Crimes against Society	95	102	7	7.4



October 2016

Report to: Communities Select Committee

Date of meeting: November 8 2016

Subject: Proposed Decommissioning of CCTV

Officer contact for further information:

Julie Chandler (01992 56 4214)

Adrian Petty (01992 56 4194)



Committee Secretary: Mark Jenkins (01992 56 4607)

Recommendations/Decisions Required:

That, in view of them being the first cases arising under the Council's new CCTV Strategy, comments be provided to the Safer Greener Transport Portfolio Holder on the proposed decommissioning of the CCTV cameras currently installed at Longcroft Rise, Oakwood Hill Shopping Parade (Loughton) and Upshire Shopping Parade, Upshire, (Waltham Abbey) prior to him making a decision.

Report:

1. A decommissioning assessment of CCTV currently installed across the Epping Forest District was undertaken in 2015 as part of the review process for the production of the Council's CCTV Strategy 2016 – 2022.
2. This was to meet with the guidance provided in the CCTV Code of Practice, which states that regular reviews of CCTV systems should be undertaken, to ensure that the use of surveillance cameras remains in pursuit of a legitimate aim, and that there is a pressing need for its use, including requests for downloading of CCTV footage in relation to crime.
3. As a result, the Council's CCTV Officer has identified the following two sites to be considered for potential decommissioning and this is based upon the last two years of service and other factors, such as reduction of service requirement and ongoing costs;

Longcroft Rise, Oakwood Hill Shopping Parade (Loughton)

Upshire Shopping Parade, Upshire, (Waltham Abbey)

4. Since these are the first cases to arise under the Council's new CCTV Strategy, the Safer Greener Transport Portfolio Holder would like to seek the views of the Select Committee on the proposed decommissioning of these CCTV cameras, prior him making a decision, which will also help him to assess future requires too.
5. The CCTV equipment installed at Longcroft Rise in Oakwood Hill, Loughton has generated 6 requests for CCTV in 2 years and is now operating beyond its expected life span of 7 years. The cost to update this system will be in the region of £4,000 with ongoing servicing costs of approx. £300 per annum. This does not take into account repairs, which will become more frequent due to the age of the equipment.
6. Four requests to view footage from the CCTV cameras at Upshire Shopping Parade in Waltham Abbey have been received in the past two years and the cost to update this system will be in the region of £4,000. This system is also operating beyond its lifetime expectancy of 7 years and ongoing servicing costs will be in the region of £180 per annum. This does not take into account repairs which will become more frequent due to the age of the equipment.
7. Out of the 10 requests for CCTV footage from these sites during the last two years, only one was in relation to a serious incident/offence.

8. However, as suggested in the CCTV Strategy and Action Plan, it is important to note, that if these sites are decommissioned under the Code of Practice guidelines, there is a risk that the following may occur:
- An increase in crime, disorder & anti-social behaviour in these areas;
 - A potential increase in fear of crime in the local community;
 - A loss of public confidence; and,
 - Should any crimes or incidents take place, these will obviously not be captured
9. There is no hard evidence to demonstrate that low crime rates in certain areas are due to the deterrent value of CCTV, but anecdotal information suggests so.
10. However, should there be a notable increase in crime and anti-social behaviour at these two sites subsequent to the cameras being removed, mobile CCTV cameras can be installed at very short notice.
11. This report also suggests that the infrastructure for the CCTV should remain in place and only the cameras removed, to enable swift re-installation of the CCTV system, should this be required. Thus, saving time and money for a re-installation.

Reason for decision:

In order to reduce ongoing costs of CCTV in the district, the Council undertook a decommissioning assessment as part of its CCTV Strategy 2016 - 2022.

This assessment focussed on CCTV systems that are under-utilised in terms of reporting and requests for downloads and was undertaken in line with the CCTV Code of Practice, which recommends, that regular reviews should be undertaken of all CCTV operations, to ensure that the use of surveillance camera systems remain in pursuit of a legitimate aim, and that there is a clear need for them.

As a result, Community Safety has identified two sites to be considered for potential decommissioning and this is based upon the last two years of service and other factors such as reduction of service requirement and ongoing costs.

Options considered and rejected: To continue to operate and maintain CCTV cameras and systems at Longcroft Rise, Loughton and Upshire Shopping Parade, Waltham Abbey.

Consultation undertaken: Consultation with Waltham Abbey Town Council and Loughton Town Council, who said:

Waltham Abbey Town Council:

I understand from the responses that I have received from Councillors that I should formulate a strongly worded objection to the decommissioning of the Upshire Shopping Parade CCTV on the grounds of:

- There have been problems in the past with ASB, which has been controlled with the use of the CCTV, both as a deterrent and identifying perpetrators
- There is now an ATM installed at the Co-Op, and a sub-Post Office within the newsagents, these should have the protection of CCTV,
- The Co-Op stays open until 10:00pm, and there is also a fast food outlet that stays open late. It is these kinds of locations that attract groups later in the evening, and so would require the deterrent factor of CCTV

- The crime figures for July 2016 show considerable numbers of public order offences. The decommissioning of CCTV gives the impression that all forces of law and order are being withdrawn from Waltham Abbey. Due to the closure of the police station, no pro-active policing, only reactive policing, this withdrawal of yet another form of crime prevention sends out the wrong signals to residents.
- The Town Council cannot support, and in fact strongly objects to the decommissioning of this CCTV scheme.

Loughton Town Council:

Our initial response is that the existing CCTV system on the Oakwood Hill Estate should be maintained and actually upgraded and/or extended around the estate when possible. This is important given the record of anti-social behaviour and drug related problems that residents there have had to endure over the years.

We appreciate that there may have been only a limited number of requests for the footage but it is perhaps not realistic to compare the estate to an area such as say Loughton High Road with its night-time economy fuelling problems.

We have taken the opportunity to consult with OHERA. Their response was to raise a strong objection to the decommissioning with a request that there should actually be more CCTV around the estate to provide extra security for residents.

OHERA suggests that most residents are probably unaware of exactly which areas of the estate are currently covered by CCTV and that its removal could potentially lead to an increase in anti-social behaviour. Regardless of the final decision, OHERA would appreciate clearer communication directly from EFDC about the reasons and its plans for the future.

I trust these comments will be taken into account by the Portfolio Holder.

Resource implications: If a decision is taken to retain the existing CCTV equipment at either of these sites, there will need to be a minimum of £4,000 investment to update the systems. Ongoing maintenance costs will also be incurred; £300 per annum for Oakwood Hill site and £180 per annum for Upshire Shopping Parade.

Budget provision: As above

Personnel: N/A

Land: N/A

Community Plan/BVPP reference: N/A

Relevant statutory powers: N/A

Background papers: EFDC CCTV Strategy and Action Plan 2016- 2022, approved by Cabinet January 2016.

Environmental/Human Rights Act/Crime and Disorder Act Implications: As stated within Report

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SCRUTINY



Report to Communities Select Committee

Date of meeting: November 2016

Subject: Community Services Summer Activities 2016

Officer contact for further information: J Warwick (01992 564350)

Committee Secretary: A. Hendry (01992 564246)

Recommendations/Decisions Required:

That the Committee notes the success of the Community Services Summer Activities 2016 programme, which is delivered to children and young people throughout the Epping Forest District.

Report:

Background

The Council's Community Services Team organises and delivers a summer holiday activities programme each year, which provides a wide range of activities to engage children, young people and their families.

This year, over 2,500 people participated in the extensive range of activities on offer which included physical activities such as; Soccer Tots, Mountain Biking, Play in the Park and Play in the Forest sessions and dance programmes. Creative activities included; the "Discover Your Inner Artist", "Goldilocks and the Three Bears Plus" and "Frogs, Snails and Teddy Bear Tales" productions, along with "How to...Draw", "How to Paint", "Be an Animator" and "Be a Textile Artist" workshops. Museum family-days and sessions such as; "Make a Mini Museum", Toy Car Print making were also provided and there was a comprehensive inclusion programme on offer for children and young people with additional needs.

Each year, an appealing summer activities brochure is produced as the main source of advertising the programme and this is delivered to all schools, libraries and sports centres in the district. Additionally, fliers, posters, school visits, social media, a website presence, radio interviews and attendance at community events and town shows are all utilised to promote the summer programme. (A copy of the Summer Activities 2016 brochure is attached for ease of reference).

This year we encountered numerous issues and problems with the online booking portal, accessed via the Council's website. People faced difficulty accessing the online portal and completing bookings online. This meant the number of online bookings was less than last year. Administration staff was excellent in providing support over the telephone and helping people to complete bookings. A new corporate online booking system is currently being investigated and a feasibility and business case is being carried out to address the issues faced with online bookings. Fortunately these issues did not have too much of an affect upon overall participation numbers for the summer. The total participation saw an increase from previous years with over 2,500 people participating.

The following information provides an overview of the activities and events provided.

1. Multi-Sport Days and Multi-Sport and Football Camp for 6 – 14 year olds

A total of 325 participants attended the Multi-Sport Days and Multi-Sport and Football Camps over the summer. The Epping Forest Multi-Sport Days offer a chance for young people aged 6 -14 years to take part in fun filled activities including: Football, Netball, Tag Rugby, Athletics, Handball, Dodgeball, Boxercise, Tennis, Zumba and Street Dance. Epping Forest District Council worked in partnership with Colebrook Royals Football Club to deliver the Football and Multi-Sport Camp at Grange Farm in Chigwell. Positive feedback has been received from parents and participants about the Multi-Sport Days and Camps.

2. Play in the Park & Forest

The Play in the Park sessions were increasingly popular again this year, with 1,169 children attending throughout the summer. These two-hour open sessions are provided free of charge to children and families with a re-charge of £65 being covered by participating Parish and Town Councils across the district. For this contribution, 3 members of staff and a van full of sports and play equipment is taken to designated venues which included; Abridge, Buckhurst Hill, Epping, Loughton, North Weald, Ongar and Waltham Abbey this year.

Play in the Forest is a similar initiative, which facilitates activities such as; den building, nature trails and woodland arts and crafts across a range of unique forest sites in the district. Play in the Forest is designed to introduce local families to our wonderful green space and encourage increased activity out in the fresh air. These sessions took place at Ditches Rise, Theydon Bois, High Beach, Loughton and Warren Pond Road, opposite Queen Elizabeth Hunting Lodge with total of 115 participants. A charge of £3.00 is made for these sessions to cover the cost of equipment and wider resources.

3. Xplorer

Xplorer is a family friendly navigation challenge that is educational and fun gives children a sense of adventure as they explore the park to find the markers. It involves a healthy mix of physical activity and decision making that the whole family can enjoy together. At each marker children need to identify what is pictured and enjoy learning a fun fact to tell their friends. These sessions took place at Limes Farm, Chigwell, Roding Valley Recreation Ground, Loughton and Stonards Hill Recreation Ground, Epping.

4. Inclusion Programme

The Inclusion Programme, which is funded through Essex County Council's "Short Breaks" fund, ran its biggest Summer Programme to date, providing just over 100 hours of provision, offering 245 spaces throughout the summer. We had 86 unique participants, with many families using the service multiple times. Activities included a variety of sports and leisure pursuits, all designed for children and young people with Special Educational Needs (SEND), for example, trampolining, yoga, horse riding, swimming, family theatre shows, family forest days at the Suntrap Centre and multi sports days. The sessions delivered gives parents the choice as to whether they want to stay with their child or use the session as respite. We have notice an increase in the number of parents opting to use the sessions as respite. This year's programme proved to be hugely successful and received excellent feedback. The programme of activities provided through the Short Breaks funding also operates during term-time and is seen as an invaluable resource to local families. An example of the feedback received from this summer's programme is included below;

"The support received from Olivia and her team is great. At each event I've taken the children too - they've been well managed, the children have had great fun and it's all been safe and so child

focused. Olivia seems to be able to work with a team that not only understands our children and their complex needs but is able to get the best out of them too - the children adore Olivia, Fabrizio and Ezra (to name but a few of the staff whose names I remember). As a foster carer I am limited to who I feel comfortable leaving my children with - I have had no such problem leaving the children with the disability inclusion team. I have two children with additional and special needs, as a family we often have a change around of children or ask for children to be added at last minute - this is never met with any problem, and we are able to enjoy the clubs as a family and our family dynamics often change. My child with his additional needs could only talk about the camp - we had many things booked in the six weeks holidays, but the camp where he has independence from me for two nights is all that he could talk about, he had great fun from the moment I dropped him off until the minute I picked him up - it is well managed and there is so much going on. When observing the many different children in the groups, I wonder if we could somehow clone Olivia and her team - they keep the children occupied, safe and most of all keep them enjoying their selves and having the most fun they can have - each child is included and each 'need' is taken in to account - no one is left out - children are also taught so many different things while in these clubs - something that often their teachers at school cannot do - while its a small club at times, our children need everything that the disability inclusion group offers them - I for one don't think I'd be as comfortable letting my children attend anywhere else."

5. Museum, Heritage and Culture Activities

The newly refurbished Museum was buzzing with new and returning visitors this summer to join in on various activities including the drop-in family art and craft sessions and culture activities. The activities offer a range of options for families and young people to engage with and generate income for the service.

Drop-in art and craft activities for families took place on Tuesday afternoons at Epping Forest District Museum with an average of 47 children attending each week. Family activities also took place at Lowewood Museum in Hoddesdon on Thursday afternoons, with an average of 26 children attending each week.

Both museums held a Family Fun Day on Saturday 6 August. 200 people visited each museum to enjoy a range of activities; puppet shows and willow weaving in Waltham Abbey to African drumming and mask making at Lowewood.

The Passport Project returned this summer encouraging families to visit new museums, to take part in activities and get their passports stamped. This year even more museums from Bedfordshire, Hertfordshire and Essex were involved in the project.

This year's summer culture programme successfully reached over 300 people attending events ranging from theatre shows to dance, drawing and painting workshops.

Highlights included new workshops; 'Discover your Inner Artist' in which participants tried their hands at many different art forms in one day to achieve a Discovery Arts Award. At 'Be an Animator' participants spent the day making their own clay models and stories to turn into a short animated film. A full workshop of 30 children worked very hard in 'Musical in a Day' to learn and perform three songs from hit West End musical Matilda as well as the choreography and two scenes. In 'Be a Textile Artist', held at Epping Forest District Museum, participants got to experiment with printing on to fabric, applique and designing their own patterns taking inspiration from the museum's collections.

Approximately 150 people came to watch the two theatre shows this year. Freehand Theatre returned with Frogs, Snails and Teddy Bear Tales. The audience brought along their teddy bears to enjoy the show too and were wowed by a season changing washing line and a monster picnic basket. More bears visited the district with Booster Cushion Theatre's wacky production of Goldilocks and the Three Bears Plus. All told through a giant book and physical humour, the show was a hit with all ages.

Audience comments:

“Our daughter attended the ‘Be an Animator’ and ‘Be a Textile Artist’ events. She had a fab time on both days. Really enjoyed herself. We also go along to most of the craft events held [at the museum] each Tuesday, they’re very good too.”

Frogs, Snails and Teddy Bear Tales

“Beautiful production. Wonderful story and the children were mesmerised”

“Most enjoyable and enchanting”

Big Goldilocks and the Three Bears Plus

“Great fun. My 3 year old giggled through it all as did my 7 year old and me!”

“Really wonderful show, very funny and the kids were really entertained.”

Musical in a Day

“Amazing! I can’t believe how good the performance was for such little practice time.”

“I loved it here. I want to come again. I liked everything.” – participant aged 6

“It was a fantastic day; I liked singing ‘When I Grow Up’. I want to do it again!” – participant aged 7

Be a Textile Artist

“I really loved when we went round the museum and got inspiration. I will definitely do it again.” –participant aged 12

“Today was so much fun! I think the leaders are very experienced and they came up with amazing things for us to do. I especially liked the sewing.” – participant aged 10

“Printing was the best!” – Participant aged 8

6. Lessons Learnt and Future Actions

Overall this year’s summer programme was once again successfully delivered and widely well received by those that participated. As a service that is continuously looking at ways to improve our services to residents, a few key areas for improvement have been identified. The main area for improvement relates to marketing of the programme in order to increase the number of people that participate throughout the summer. In order to improve upon this, local schools will be approached further in advance to arrange taster sessions, visits and presentations in school assemblies in order for us to promote the holiday programme and raise awareness.

All staff will increase the usage of social media in order to promote the holiday programme but also to celebrate the success of the programme in “real time” and retrospectively post event. Staff will utilise social media and EFDC’s website to highlight participant’s achievement and attendance during the summer programme in order to raise awareness.

We will continue to review and develop the design and content of what we deliver to ensure it is relevant and what people want to participate in, as well as monitor current trends that are relevant to children and young people. The training of staff will be refreshed and updated to ensure all staff are delivering services that are fun, enjoyable, engaging and safe.

Specifically in terms of Play in the Park we will continue our dialogue with Chigwell Parish Council to become part of Play in the Park provision. This would extend the provision of Play in the Park and enable more residents to participate in free play activities throughout the summer.

The partnership arrangement with Colebrook Royals will be further developed and further partnership opportunities will be explored to maximise resources. A more robust monitoring and evaluation process will be developed and implemented to ensure we keep our services relevant and what people want in order to maximise attendance.

Reason for decision:

This report serves as an information item for the Neighbourhoods and Community Services Select Committee.

Options considered and rejected:

N/A

Consultation undertaken:

Consultation is undertaken with participants, parents and staff delivering the activities as to their views on what was provided, what they would like to see provided in the future and on what can be improved. This consultation is done through informal feedback at the activities, as well as formal evaluation from the activities. Overall feedback on the Summer Activities Brochure was very positive and that it was easy to read and book activities. There was positive feedback and evaluation on what was the actual activities on offer, how well organised the activities were and complimentary comments about the staff delivering the activities.

Resource implications:

Personnel:

Staff from the Council's Community Services organise, manage and deliver the Summer Activities Programme.

Land:N/A

Community Plan/BVPP reference:

Corporate Plan Medium Term Aim 3 and 5

Relevant statutory powers:N/A

Background papers: Summer Activities Brochure 2016



13073 Summer
Activities 23-5-2.pdf

Environmental/Human Rights Act/Crime and Disorder Act Implications:N/A

Key Decision reference: (if required)

N/A

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