

Select Committee Agenda



Communities Select Committee Tuesday, 13th November, 2018

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, 13th November, 2018
at 7.00 pm .**

**Derek Macnab
Acting Chief Executive**

**Democratic Services
Officer**

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Members:

Councillors H Whitbread (Chairman), J Lea (Vice-Chairman), A Beales, K Chana, S Heap, S Heather, L Hughes, A Mitchell, A Patel, C Roberts, D Roberts, D Stocker, D Sunger and J H Whitehouse

SUBSTITUTE NOMINATION DEADLINE: 6:00pm

1. WEBCASTING INTRODUCTION

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

The Chairman will read the following announcement:

“I would like to remind everyone present that this meeting will be broadcast live to the internet (or filmed) and will be capable of repeated viewing (or another use by such third parties).

If you are seated in the lower public seating area it is likely that the recording cameras will capture your image and this will result in the possibility that your image will become part of the broadcast. This may infringe your human and data protection rights and if you wish to avoid this you should move to the upper public gallery or speak to the webcasting officer.”

2. APOLOGIES FOR ABSENCE

3. SUBSTITUTE MEMBERS (MINUTE ITEM 39 - 23.7.02)

To report the appointment of any substitute members for the meeting.

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

To agree the notes of the previous two meetings of the Select Committee held on 4 and 26 September 2018.

5. DECLARATIONS OF INTEREST

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 and 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 Overview and Scrutiny 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 Overview and Scrutiny meeting purely for the purpose of answering questions or providing information on such a matter.

6. PRESENTATION FROM ESSEX POLICE'S DISTRICT COMMANDER

To receive a presentation from Essex Police's District Commander, Lewis Basford on current policing and crime issues in the District.

7. ANNUAL REPORT OF THE COMMUNITY SAFETY PARTNERSHIP (Pages 17 - 40)

To consider the attached report.

8. CORPORATE PLAN 2018-2023 - PERFORMANCE REPORT Q1 & Q2 2018/19 (Pages 41 - 70)

To consider the attached report.

9. HOUSING REVENUE ACCOUNT 30 YEAR PLAN

Report to follow as a supplementary agenda item.

10. TERMS OF REFERENCE/WORK PROGRAMME (Pages 71 - 76)

(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.

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

To note the future meeting dates of the Select Committee:

15 January 2019; and
12 March 2019.

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**EPPING FOREST DISTRICT COUNCIL
NOTES OF A MEETING OF COMMUNITIES SELECT COMMITTEE
HELD ON TUESDAY, 4 SEPTEMBER 2018
IN COUNCIL CHAMBER, CIVIC OFFICES, HIGH STREET, EPPING
AT 7.00 - 8.00 PM**

Members Present:	H Whitbread (Chairman), J Lea (Vice-Chairman), A Beales, K Chana, S Heather, A Mitchell, A Patel, C Roberts, D Roberts, D Stocker, J H Whitehouse and W Marshall (Tenants and Leaseholders Panel)
Other members present:	S Stavrou
Apologies for Absence:	S Heap
Officers Present	A Hall (Strategic Director), J Chandler (Service Director (Community & Partnership Services)), J Leither (Democratic Services Officer) and A O'Connor (Museum, Heritage & Culture Manager)

16. SUBSTITUTE MEMBERS (MINUTE ITEM 39 - 23.7.02)

It was noted that there were no substitute members for this meeting.

17. APPOINTMENT OF VICE-CHAIRMAN

In the absence of the Vice-Chairman, who was late, the Chairman nominated Councillor A Patel to be Vice Chairman which was seconded by Councillor K Chana.

RESOLVED:

That Councillor A Patel be appointed as Vice-Chairman of the Communities Select Committee for the duration of the meeting.

18. NOTES OF PREVIOUS MEETING

RESOLVED:

That the notes of the last meeting of the Select Committee held on 12 June 2018 be agreed as a correct record, subject to Item 4. Declarations of Interest, whereby Councillor J H Whitehouse was recorded as being a trustee of Epping Forest Foodbank. Councillor Whitehouse had stated that she was a trustee of Epping Forest Reuse and a volunteer at Epping Forest Foodbank.

19. DECLARATIONS OF INTEREST

There were no declarations of interest made pursuant to the Members' Code of Conduct.

20. TERMS OF REFERENCE/WORK PROGRAMME

(1) Terms of Reference

The Committee noted their terms of reference.

(2) Work Programme

The Director of Communities advised that Item (20), Fire Safety Policy for residential Council properties would be considered at the next scheduled meeting on the 13 November 2018.

He also advised that Item (21) Review of EFDC Tenancy Policy and West Essex Tenancy Strategy should be deleted from the work programme as the Government were now reviewing the introduction of 5 year fixed term tenancies.

(3) Extra Meeting – Consultation Documents

The Director of Communities advised that two important consultation papers had recently been published by the Ministry of Housing Communities and Local Government (MHCLG) which were felt to be sufficiently important to warrant a response from the Council. The consultation papers are on:

- Social Housing Green Paper; and
- Use of receipts from Right to Buy sales.

Under the Council's protocol for responding to consultation papers, it was the responsibility of the relevant Select Committee to agree the response. Since both consultation papers are housing-related, it fell to the responsibility of the Communities Select Committee to agree the response.

The consultation was open until the 9 October 2018 and it was therefore proposed that an extra meeting of the Select Committee be convened, with the agreement of the Chairman, on Monday 24 September at 6pm.

RESOLVED:

- (1) That the Terms of Reference were noted;
- (2) That the amendments to the Work Programme were noted; and
- (3) That the Select Committee agreed to an extra meeting to discuss the consultation papers published by the MHCLG.

21. MUSEUM, HERITAGE & CULTURE LGA PEER CHALLENGE

The Museum, Heritage and Culture Manager, T O'Connor introduced a report to the Select Committee regarding the Museum, Heritage and Culture LGA Peer Challenge, He advised that earlier this year, the Council's Museum, Heritage and Culture service was successful in securing a competitive Peer Challenge Review of its services undertaken by the Local Government Association (LGA). The cost of £7000 was fully funded by Arts Council England and the Local Government Association.

In November 2017 EFDC were made aware of an offer from the LGA to undertake a fully funded Peer Challenge review of Museum, Heritage and Culture Services. In consultation with Councillor H Kane, A Hall (Director of Communities) and J Chandler (Assistant Director, Community Services) an application was made.

EFDC were one of only three authorities in the country selected for this type of review which was undertaken by the following team of experienced professionals from the museum and cultural sector:

- Mark Harrison – LGA Peer Challenge Manager;
- Councillor Nick Worth – Executive Member for Culture & Emergency Services, Lincolnshire County Council and Deputy Leader South Holland Council; and,
- Tony Witton – Cultural and Creative Economy Service Manager, Kent County Council.

The team prepared for the peer challenge by reviewing a range of documents and information in order to ensure they were familiar with the Council and the challenges it was facing. They then spent two days onsite at Epping Forest Museum, during which they; spoke to more than 25 people including a range of council staff together with councillors and external partners and stakeholders; gathered information and views from more than 12 meetings and collectively spent more than 75 hours to determine their findings.

It was important to highlight that this was not an inspection. Peer challenges were improvement focussed and tailored to meet individual councils' needs. They were designed to complement and add value to a council's own performance and improvement and the process was not designed to provide an in-depth or technical assessment of plans and proposals. The peer team used their experience and knowledge of local government to reflect on the information presented to them by the people they met, things they saw and material that they read.

The Peer Review team identified areas and made key recommendations to the Council as follows:

- (1) Prioritise the completion of the business plan (2018-2023) and implementation of the new staffing structure;
- (2) Consider the value of a developing cultural forum;
- (3) Review capacity when considering new projects;
- (4) Agree a coherent commercial approach;
- (5) Take a strategic approach to outreach and embrace hard to reach groups;
- (6) Establish a cultural strategy;
- (7) Agree the relationship with the development trust;
- (8) Prioritise a dedicated website, building on the success of social media campaigns;
- (9) Explore the viability of digitalisation to bring greater access to collections and the potential of commercial opportunities; and
- (10) Review the collections and disposal policy.

In conclusion the Peer Review team reported that they saw evidence of an excellent well run service, supported by enthusiastic and professional staff. There was a high level of political and stakeholder support for the service and this enthusiasm had helped in securing additional external funding. The newly refurbished museum in Waltham Abbey showed the benefit of this shared ambition and there was a clear appreciation of the main purpose of service delivery that was to collect, preserve and promote the heritage of the Epping Forest District and to provide opportunities for people to engage in wider cultural opportunities.

Councillor H Whitbread asked if the museum had volunteers and if so how many. Mr O'Connor stated that the museum currently had 27 volunteers and their help included:

- A team of 5 volunteers who attended and looked after the gardens;

- Help in the shop and reception area;
- A team that helped with the collections and updating the records; and
- A range of various other all important tasks that needed attending to.

If they were all to leave tomorrow the museum would be in serious trouble as they gave over 4,000 volunteer hours to the museum each year.

Councillor H Whitbread asked if there had been any engagement with schools. Mr O'Connor advised that they offered school programmes and supported dance and development courses.

RESOLVED:

That the report on the Museum, Heritage and Culture LGA Peer Challenge be noted by the Select Committee.

22. 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 the attendance of the Essex Police District Commander, who would be attending the Communities Select Committee meeting on 13 November 2018, to give a presentation on the current policing issues and concerns relating to the Epping Forest District.

The Director asked the Select Committee if they had any issues that they would like the District Commander to cover in his presentation and if there were any areas of local policing on which Members would like to question the District Commander on, so that he could be notified in advance of the meeting.

The Select Committee agreed the following issues that they would like the District Commander to either cover in his presentation or answer through questions:

- The Police's approach to dealing with offenders and suspects with mental health problems – this was suggested to be one of the main issues that Members would like the District Commander to cover in the presentation:
 - The pathways used by the Police to help and deal with such people.
- Current retention and recruitment issues for front line police officers:
 - Current numbers of police officers covering the Epping Forest District and the recent and forecast trend.
- An assessment of anti-social behaviour in the District, particularly over the Summer (compared to last summer):
 - The Police's general approach to dealing with anti-social behaviour; and
 - Your plans for preparing for Halloween this year.
- Current service levels and response times for handling 101 and 999 calls.
- Average response times to emergency calls (from receipt to attendance).
- Current crime clear up / detection rates and recent trends:
 - Proposed strategies for improving detection rates.

- The Police's response to the recent increase in burglaries in the District.
- How the Police work pro-actively with young people, particularly for the prevention of ASB and the outcomes from any associated initiatives:
 - The scope for more pro-active work to be done in local schools to prevent crime.
- How often, if at all, the 3 EFDC-funded Police Officers have been called to incidents outside of the District "to date":
 - A general view on the success or otherwise to date of the 3 EFDC-funded Police Officers.
- How local town and parish councils can fund PCSOs or Special Constables for their areas and, if funded, how they are tasked and the involvement of the local councils in tasking:
 - The cost of funding PCSOs or Special Constables by town and parish councils.
- What was going to be done to tackle crime rates across the district specifically in relation to the recent thefts and intimidation of young people, over the summer period in Loughton and Buckhurst Hill.

The Chairman of the Select Committee, Cllr Holly Whitbread, extended an invitation to all Members of the Council who have an interest in policing in the District to attend the Select Committee meeting.

RESOLVED:

That the questions and areas of concern highlighted in the minute item above be submitted to the Essex Police District Commander for his attendance at the Select Committee meeting on 13 November 2018.

23. TRANSFORMATION - PROJECT CLOSURE REPORT

The Overview & Scrutiny Committee had requested that Project Closure reports from the Transformation Programme be submitted to the relevant Select Committee for information.

Project P010 – Review of the Careline Alarm Monitoring Service

The Director of Communities advised that the outsourcing of this service was an extremely well managed procurement exercise by Roger Wilson, Assistant Director – Housing Operations and the Select Committee. All issues with staffing were resolved and the transfer of the service to Tunstall Healthcare (UK) Limited went smoothly. There had been no complaints and this project has resulted in savings of £103,400 for the Council.

RESOLVED:

That the Select Committee noted the Transformation Project Closure report which related to the Communities Directorate.

24. TRANSFORMATION - PROJECT DOSSIER REPORT

The Director of Communities introduced the report reviewing the updated Project Dossier for the Transformation programme for the Communities Directorate, on behalf of the Head of Transformation. He noted that the Overview and Scrutiny Committee had requested the progress of projects and programmes within the Transformation Programme – known as the Project Dossier – be reported to regular meetings of the Committee for review.

The Director advised that the Council's performance management system, Pentana, which all projects that come into the remit of the Communities Select Committee could be found.

Councillor Whitehouse commented that at the last meeting of the Communities Select Committee she asked for more information on each project in the dossier to explain the project and noticed that the report was in the same format as last time. She advised that it would be helpful to know:

- Why was the project being undertaken;
- What was the project for; and
- What was the final outcome.

The Director advised that the Head of Transformation had attended all four of the Select Committee meetings and the report format was the outcome from these meetings. Members are able to access the Pentana system where they could see all of the information behind each project. He advised that he would ask the Transformation Team to send out information to all Members to enable them to access Pentana.

RESOLVED:

That the Select Committee noted the updated Project Dossier for the Transformation Programme affecting the Communities Directorate.

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

The Select Committee noted that there were no reports for recommendation to the Overview and Scrutiny Committee.

26. FUTURE MEETINGS

The Select Committee noted the dates of their future meetings and that an extra meeting had been convened for Monday 24 September 2018 at 6pm in Committee Room 1.

**EPPING FOREST DISTRICT COUNCIL
NOTES OF A MEETING OF COMMUNITIES SELECT COMMITTEE
HELD ON MONDAY, 24 SEPTEMBER 2018
IN COMMITTEE ROOM 1, CIVIC OFFICES, HIGH STREET, EPPING
AT 6.00 - 6.45 PM**

Members Present:	H Whitbread (Chairman), K Chana, S Heap, S Heather, L Hughes, A Patel, D Stocker, D Sunger, J H Whitehouse and W Marshall (Tenants and Leaseholders Panel)
Other members present:	S Kane, S Stavrou and C Collins (Epping Forest Youth Councillor)
Apologies for Absence:	A Beales, J Lea, C Roberts and D Roberts
Officers Present	A Hall (Strategic Director), P Pledger (Service Director (Housing & Property Services)) and V Messenger (Democratic Services Officer)

27. SUBSTITUTE MEMBERS

There were no substitutions made for the meeting.

28. APPOINTMENT OF VICE-CHAIRMAN

In the absence of the Vice-Chairman, the Chairman, Councillor H Whitbread, sought nominations for the role of Vice-Chairman.

RESOLVED:

That Councillor A Patel be elected Vice-Chairman for the duration of the meeting.

29. DECLARATIONS OF INTEREST

There were no declarations of interest made pursuant to the Member's Code of Conduct.

30. CONSULTATION DOCUMENTS - SOCIAL HOUSING GREEN PAPER & USE OF RECEIPTS FROM RIGHT TO BUY SALES

The Strategic Director, A Hall, explained to the Select Committee that the Government's Ministry of Housing, Communities and Local Government (MHCLG) had published two important consultation papers recently which warranted a response from the Council. The Council was a member of the Association of Retained Housing (ARCH), which had produced summaries of the two consultation programmes, and these had been published with the agenda report. The Council's draft responses to these consultations had been issued as supplementary agendas. Furthermore, the Tenants and Leaseholders Panel had met on 12 September 2018 and had asked the Council to incorporate their comments separately into the Council's formal responses, which was agreed.

(a) Social Housing Green Paper

This green paper was proposing a rebalance of the relationship between residents and landlords in a new deal for social housing. The key proposals included:

- introducing performance indicators and to produce league tables for councils and housing associations, which could be linked to how grants for new housebuilding were distributed;
- a quicker process for tenants' complaints;
- strengthening the Regulator of Social Housing to focus on tenant issues;
- cessation of the Government's proposed policy to introduce mandatory fixed-term tenancies for councils and housing associations (this Council had used 10-year fixed term tenancies for a number of years);
- support of new home ownership options and shared value ownerships; and
- cessation of the Government's proposed policy for councils to sell "higher value void properties" as they became vacant.

The following suggestions were made by the Select Committee to the Council's draft response.

Chapter 1 – Ensuring homes were safe and decent

(Question 3 response) It was confirmed that the Decent Home Standard, though basic could still have one or more components that failed.

It was agreed that the second sentence, "Therefore, if the Standard is reviewed, any review could consider a property requiring a lesser number of failing components to meet the Standard." be deleted from this draft response.

It was noted that question 4 was covered by the answer to question 2.

It was noted that the Panel had concluded that the Fire Risk Assessments should be made aware to the public and available on the Council's website.

Chapter 2 – Effective resolution of complaints

(Question 5 response) The Chairman proposed the deletion of the entire second paragraph concerning mediation opportunities for landlords and tenants or the establishment of a national mediation service. The Service Director (Housing and Property Services), P Pledger, explained that when a tenant made a complaint to the housing ombudsman, the ombudsman would always ask if the Council would consider mediating with a tenant.

However, the Select Committee agreed to the removal of the second paragraph from this draft response.

(Question 6 response) The Committee agreed with the draft reply that strongly recommended the removal of "democratic filtering", but supported a single Housing Ombudsman Service which had been proposed by the Government in a recent consultation on "Strengthening consumer redress in the housing market".

The Panel supported a reduced timescale for complaints being referred to the ombudsman from eight weeks to four weeks. It was unsure how the “democratic filter” could be strengthened but agreed that the democratic filter should be removed.

Chapter 3 – Empowering residents and strengthening the regulator

(Question 12 response) The Committee agreed with the draft reply as key performance indicators and league tables were not considered helpful, but bureaucratic and difficult to collect, so this was considered a retrograde step.

(Question 27 response) The Council’s Legal Services were required to consult with leaseholders but not tenants. In the Opening sentence it was agreed that “tenants” would be replaced by ‘residents’ to read – It is good practice for residents’ representatives...’

Chapter 4 – Tackling stigma and celebrating thriving communities

(Question 38 response) The draft response acknowledged that there was sometimes stigma attached to being a Council tenant but that the Council could promote positive messages about its housing service to its tenants through local media releases or housing newsletters. The Committee asked that promotion through ‘social media posts’ also be added to the last sentence.

The Panel added that there was still stigma attached to social housing tenants as they were often seen as being at the lower end of the scale.

Chapter 5 – Expanding supply and supporting home ownership

The Panel commented that there would also be a need for social housing rather than affordable housing, as affordable housing was not at a price that a lot of their members could afford.

The Committee asked if a header could be inserted on each page clearly identifying that the response was from Epping Forest District Council.

(b) Use of Receipts from Right To Buy Sales

The Strategic Director, A Hall, explained to the Select Committee that this was the more important of the two consultations. The consultation paper was proposing:

- to allow local authorities (LAs) to hold receipts they currently retained for up to 5 years; future receipts would continue to have to be used within 3 years;
- to increase the cap on the use of receipts from 30 per cent to 50 per cent of build costs for homes for social rent in “high demand” areas;
- to allow LAs to “top-up” insufficient Right to Buy (RTB) receipts with funding from the Affordable Homes Programme of up to 30 per cent of build costs for affordable rent or, in “high demand” areas, 50 per cent of build costs for social rent;
- to set an upper limit based on average build costs on the price of dwellings acquired using receipts;
- to allow authorities to use receipts to provide homes for shared ownership;

- to allow authorities to gift General Fund land to the HRA for use for new housing provided it had been held in the General Fund for a number of years;
- to allow a short window of three months during which LAs could return receipts without incurring interest; and
- to replace the current target of one-for-one replacement of 'additional' homes sold under the RTB with a wider measure covering net additions to the social housing stock held by both LAs and housing associations.

Question 1 – We would welcome your views on extending the time limit for spending Right to Buy receipts from three years to five years for existing receipts but keeping the three year deadline for future receipts.

(Question 1 response) The Council welcomed this proposal and also strongly urged the Government to apply the five-year limit to future receipts as well.

The Panel had commented that if receipts currently held were retained for up to five years this would give more time to get developments completed.

Question 2 – We would welcome your views on allowing flexibility around the 30 per cent cap in the circumstances set out in the consultation paper, and whether there are any additional circumstances where flexibility should be considered.

(Question 2 response) The Council welcomed the proposed flexibility to facilitate additional Council housebuilding since only the remaining 50 per cent of the cost would need to be funded from alternative sources, as opposed to 70 per cent currently.

The Panel considered that the cap should be increased to 50 per cent for the build costs of both social and affordable rented properties in all areas.

Question 3 – We would welcome your views on restricting the use of Right to Buy receipts on the acquisition of property and whether this should be implemented through a price cap per unit based on average build costs.

(Question 3 response) The Council did not agree that restrictions should be applied to the use of RTB receipts on the acquisition of property, especially based on average build costs.

Members made the following comments:

- As the Council was in a predominantly green belt area and there might be local opposition to housing developments, could the Council purchase existing properties?
- If the Council acquired property could large houses be cleared that were easily convertible?
- Private developers were acquiring bigger properties with land so the Council should not discount these.
- The Council's developments were usually small scale developments.

The Strategic Director replied that the Government had got a target to increase housing RTB receipts to be used to build Council housing. Councils could use RTB receipts to buy properties but in this District it was quite expensive and only if

acquiring the property was less than building a new house. Therefore it was not very likely that this would apply in the Epping Forest District. Even if acquiring property to convert was a more expensive option than building, then the Council could not do this. The Committee agreed to keep the response wording.

The Panel favoured the option of a price cap.

Question 5A – We would welcome your views on allowing the transfer of land from a local authority’s General Fund to their Housing Revenue Account at zero cost.

(Question 5A answer) The Committee supported the Council’s response supporting this proposal provided that local authorities were given the flexibility to transfer the land at any cost between zero cost and full market cost.

The Panel considered that Council land was Council land.

There were no further comments received on the Council’s draft responses.

RESOLVED:

- (a) That the response to the MHCLG consultation on a “new deal for social housing” green paper be agreed as detailed in the reports for the Committee Supplementary agendas 1 and 2 with the aforementioned amendments; and
- (b) That the response to the MHCLG consultation on a “use of receipts from Right to Buy sales” consultation paper be agreed as detailed in the reports for the Committee Supplementary agendas 1 and 2 with the aforementioned amendments.

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

The Council’s responses to the MHCLG’s consultations detailed below:

- (1) “A new deal on social housing” Green Paper; and
- (2) Use of receipts from Right to Buy sales.

32. DATE OF NEXT MEETING

It was noted that the next meeting of the Select Committee would be held on 13 November 2018 at 7.00pm.

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community
safety
PARTNERSHIP
EPPING FOREST DISTRICT



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CSP - Chair introduction

I took on the safer, greener and transport portfolio following the untimely death of Councillor Gary Waller, last year.

I knew he was going to be a hard act to follow so my emphasis throughout has been to promote and encourage collaboration and co-operation between teams within the Council and with outside organisations through partnership working.

Our Community Safety Team does a sterling job in keeping our residents safe within their communities. Working alongside safeguarding, antisocial behaviour and CCTV officers they identify problems and work together to support vulnerable victims.

That work was strengthened in July with the opening of the District Community Safety Hub which has created stronger links between the Council and the Police.



This is a first for Essex, and is being watched closely by other local authorities not just in our county, but across the UK.

The Hub sees our Community Safety Team working alongside our three dedicated police officers on a day-to-day basis across a host of activities including:

- Early intervention crime prevention work
- arresting offenders through targeted operations and patrols and dealing with them to the point of prosecution,
- assisting council officers to serve court papers on high risk individuals,
- supporting officers conducting property inspections around tenant issues and Council Tax recovery,
- issuing on-the-spot fixed penalty notices.

I believe our Hub is the first initiative of its kind anywhere in the country and I am confident it will become a flagship for others to follow. Our Council and Essex Police are proud of the close links that we already have and the new Community Safety Hub is a powerful demonstration of continuing and innovative partnership working.

In just a few weeks they have:

- patrolled with our ASB Investigators to get to know the area and in the first week arrested two men driving a vehicle on false plates in the Ongar area,
- targeted a prolific shoplifting team regularly stealing from shops at the new Langston Road shopping park and arrested two people,

- supported a pregnant woman who came into the Civic Offices for help, and turned out to have been trafficked from Eastern Europe and was experiencing domestic abuse. She was taken by our police officers to a safe house outside of the county, where a full investigation could be carried out.

We always appreciate feedback from local residents on how our district is policed. There's a strong sense of community in Epping Forest, but we must all still work together to make our district a safer place to live.

As the J9 domestic abuse support network expands further into Essex we were boosted by a grant of £750.00 from the High Sherriff of Essex fund to spend on training. Shops and businesses displaying a pink J9 heart sticker show the public they are at a safe contact point should they need information, support and use of a telephone.

Crucial Crew goes from strength to strength with 1358 pupils attending from 37 local schools, this year. They were involved in interactive sessions from Essex Fire and Rescue Service, Safer Places, Red Balloon, Ace, Sainsbury's, Essex Road Safety, Sparks 2 Life, Alcoholhelp and the EFDC Community Health and Wellbeing team.

2018 saw the 10th anniversary of Epping Forest Youth Council Celebrated with a reception at the Houses of Parliament. It also received national recognition with its MiLife Project, winning the 2018 National Crimebeat Award. MiLife is a mental health project targeting 11-16-year olds. It was born following the 2015 Epping Forest Youth Conference where the young people who attended, listed mental health as one of the top issues concerning them.

In 2018-19 strategic priorities of the Community Safety Partnership will be:

- Domestic Abuse
- Hate Crime
- Anti-social behaviour
- Domestic/Residential Burglary

I hope you find this report of the Community Safety Partnership both interesting and informative and I look forward to working ever more closely with our police colleagues in the coming year.

Councillor Sam Kane

How the CSP works

Community Safety Partnerships (CSPs) were first introduced nationally in 1998, to provide a multi-agency solution in response to crime and the fear of crime within communities. They support the work of the Police and other statutory agencies and are widely considered as the most effective approach to finding joint solutions to local community safety issues.

In Epping Forest, the responsible authority group, which has a statutory responsibility to reduce crime and disorder, protect the community, reduce reoffending, combat the misuse of drugs, alcohol and other substances and help people feel safe is made up of Epping Forest District Council, Essex Police, Essex Fire & Rescue Service, Essex Community Rehabilitation Company, Essex County Council and National Probation Service.

However, the delivery of the community safety agenda is not restricted to the agencies identified as responsible authorities, and the partnership includes and works with other agencies, voluntary sector groups including Neighbourhood Watch and Voluntary Action Epping Forest (VAEF).

The work of the CSP does not replace the work of the Police or the day-to-day business of the organisations involved, instead they are a channel for agencies to work together, delivering against agreed priorities, co-ordinating resources, achieving efficiencies and value for money.

The Strategic Board of the Partnership meets on a quarterly basis and much of the work emanating from the CSP is undertaken and led by the Council's Community Safety Manager and Team.

Strategic Assessment

Each year the CSP is required to produce a Strategic Assessment (SA) about crime and disorder levels in its area. The results of the SA is provided by Police Analysts and the findings of the SA are used by the partnership to identify themed priorities for the coming year.

The Strategic Priorities for 2017-18 were:

- Reduce re-offending,
- Provide support for the most vulnerable,
- Tackle Anti-social behaviour,
- Prioritise and deliver crime prevention.

Daily Briefing and Tasking

The district has adopted a dynamic daily briefing and tasking structure which allows the ability to directly respond to areas of concern and address local issues. This ensures a relevant, justified and cost-effective use of this team. During 2018 those areas of most significant concern highlighted at the daily briefing and tasking were:

- dwelling burglary,

- vehicle crime (particularly the keyless theft of high end cars),
- street robberies linked to urban street gangs, and moped enabled criminality potentially displaced from the Metropolitan Police District.

All of these types of crime have resulted in significant public concern locally, fuelling inaccurate comments on social media which has seriously raised the fear of crime locally.

CSP Funding 2017-18

The Office of the Police, Fire and Crime Commissioner for Essex (OPFCC) allocated £321,827 in the form of core grants from the 2017-18 Community Safety Fund to all Community Safety partnerships. THE OPFCC used a proportion (4%) of this funding to establish a new central fund for Domestic Homicide Reviews (DHRs). This fund provides co-ordination of the DHR process, administration of DHR Panels, funding for independent chairs, lesson learning seminars and monitoring and reporting on DHR recommendations.

The funding formula is based on population size, deprivation and crime levels.

Epping Forest CSP received a funding allocation of £19,268.00 for 2017-18.

[Detailed table of CSP funding can be found in the Appendix](#)

Epping Forest Community Safety Hub

As stated in the Chair’s introduction, Epping Forest District Council now directly employs a Police Sergeant and two Police Constables, above district establishment levels, who are embedded with the Council’s Community Safety Team.



Police Sergeant Ross joined the Metropolitan Police in December 2002 and served on response teams, proactive crime squads and the Criminal Investigation Department until he transferred to Essex Police in 2009. He has been based in the Epping Forest District since that time, serving on response teams and the Roads Policing Unit. Prior to joining the team, he served as the Children and Young Persons Officer for Epping Forest and Brentwood building close relationships with key partners including schools.. PS Ross has an in-depth knowledge of the district and local offenders, which allows the team to be tasked efficiently and effectively.

PC Bowering has been with Essex Police since January 2005 and spent most of his 13-year career at Harlow, where he started on the Community Police Team and then moved onto the Town Patrol Unit for four years. This involved dealing with ASB, violent and theft related offences. Since then he has spent the last nine years on the Local Policing Team, responding to calls and dealing with various incidents and investigations within the town, until June 2018 when he joined the Community Safety Team at Epping Forest District Council.

PC England has been with Essex Police since December 2004 when he started on the Local Policing Team, then moved onto the Community Policing Team for Harlow for two years. He moved on to the Youth Strategy Team, where he was heavily involved with trying to help young offenders steer away from crime and focus their attention on sport. He then joined the Firearms Unit at Stansted Airport for approximately four years before returning to the Harlow Local policing team, working with PC Bowering until he too joined the Community Safety Team.



Performance summary highlights 2017-18

1. Hillhouse Case Review

Case Study 1



Stairs to flats with the corrugated roofing

The Council received two applications for Anti-Social Behaviour Case Reviews (Community Triggers) in respect of persistent anti-social behaviour experienced by residents of flats above the shops in Hillhouse Waltham Abbey. The complaints centred around serious youth nuisance to residents. Youths were alleged to have climbed on the roofs of flats damaging tiles, causing damage to buildings - including forcing out air vents and spitting through the empty space.⁶ They were congregating along the walkways threatening and intimidating residents, and making racist and homophobic comments. The situation had been compounded by the demolition of an old community hall nearby to make way for a new leisure centre. Youths were trespassing on the site causing disorder and the site was acting as a crime generator.

During July 2017 the situation became serious and with the school summer holidays there was no respite. The Council's Community Safety Team received case review applications which met the threshold for review. At the multi-agency Case Review Panel meeting it was agreed to implement an action plan which would involve three strands - enforcement, engagement and prevention.

Enforcement

Police carried out pro-active work identifying and building cases against the ring-leaders of the disorder, arresting them and imposing strict bail conditions. This work was supported by the Council's uniformed Neighbourhoods Officers using council liveried vehicles, providing a highly visible presence. Community Safety erected portable CCTV in the area which assisted identification of offenders and also created a preventative effect.

Engagement

Community Policing Team officers canvassed the local area with questionnaires to identify areas of concern and referred over half of respondents to the Essex Watch Liaison Officer as they had indicated a wish to join a Neighbourhood Watch group. Additional high visibility patrols by the Council's preferred security contractor, Parkguard, were also commissioned by Community Safety around Halloween and fireworks nights to provide a visible presence and reassurance for residents and shopkeepers. The Town Council was kept informed of activity via members, which allowed for fast track exchange of information.

Prevention

The Community Safety Team carried out visits to those being victimised by the youths and provided advice and assistance with improved security at home. In addition, they worked

with the developers of the leisure centre and Essex Police Designing Out Crime Officers to ensure crime prevention was a significant consideration of the new centre. The Council's CCTV Officer linked the design of a new public space system into the leisure centre development which reduced installation costs.

Community Safety also linked into EFDC Assets who were about to commence work replacing roofs on the flats. A survey with recommendations was carried out at the same time on structural security improvements. This included the removal of corrugated roofing on the communal stairs of the flats to allow greater natural surveillance and create a less welcoming environment for crime and disorder. Suitable wall topping was erected to prevent unauthorised climbing access and sets of access controlled security gates with anti-climb topping were installed at strategic access points to the flats preventing all unauthorised access. This was carried out at the same time as the roof refurbishment to reduce disruption to residents.

Consequently crime and disorder dropped dramatically and no longer shows as a problem in this area.



Stairs to flats before and after the corrugated roofing was removed



1st floor balcony before and after access control gates were installed



The flank wall before and after the anti-climb topping was fitted

2. Closure Orders /CBOs

Case Study 2

Around July 2017 EFDC received numerous reports from neighbours regarding serious anti-social behaviour at a property in Hanson Drive, Loughton. This was a council owned dwelling in a small communal block of similar properties. Reports highlighted a succession of visitors at all times of the day and night causing disruption to neighbours. With the behaviour described it became evident that criminality was taking place and that drugs were being regularly dealt from the premises. It was also noted that these visitors attended in the early hours of the morning often with black bin bags that appeared full of items.

The housing officer also received numerous complaints from neighbours demanding action against the council tenant, who was well known to police as a prolific street robber, burglar

and drug dealer. The behaviour was compounded by visitors to the property having to walk past other resident's homes in order to reach the offender.

Community Safety used their established links with the local Police team and Intelligence Unit to feed information to Police on all the activity taking place. As a result, in December 2017 a man was arrested in the communal hallway with 50 balls of heroin and crack cocaine. Although it could not be proved it was strongly suspected that he had come from the offender's flat. In January 2018 the offender was arrested and sentenced to four months in prison for handling stolen goods and going equipped to steal. Whilst the offender was in prison a male relative was given permission to stay at the property. The relative was also well known to the police and crime and disorder problems continued.

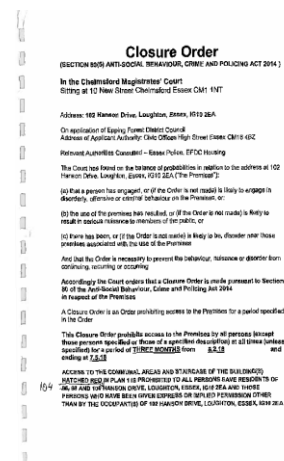
An elderly disabled neighbour who lived below the offenders had his property broken into and all his deceased wife's jewellery stolen. It was strongly suspected that those responsible had been using the flat above. Neighbours were living in constant fear of becoming victims of crime and disorder.

Community Safety visited the elderly neighbour who had been burgled and fitted improved security through the HomeSafe scheme. Due to Community Safety's excellent working relationship with EFDC Assets they were also able to arrange the fitting of a new 'secured by design' door to replace the one damaged by the burglars.

Police intelligence stated that this address was well known to the drug/homeless community in the local area as somewhere they could go to. All through this time EFDC continued to receive reports of visitors entering the property at all times of the night and day causing disruption.

During January 2018 the council's Community Safety Investigator obtained hearsay statements from local people who were so worried about their identities being disclosed that this was the only way they would provide evidence. Police also attended the premises and discovered two well-known criminals staying there.

On 8 February 2018 a Closure Order for the premises was successfully obtained at Chelmsford Magistrates Court, even though the tenant was still in prison. The Order banned anyone remaining at the property who was not named on the tenancy. The tenant was not excluded from his property, giving him a release address from prison. Local Community Policing Team Officers gave attention to enforcing the order and peace was returned to the locality. The Order lasted three months and any breach was a criminal offence and arrestable by Police. The Closure Order allowed the housing section to recover the property under absolute grounds for possession and the tenant was successfully evicted. This action demonstrated to residents that the council takes their complaints seriously and acts in a direct and positive way to restore order.



Closure Order

3. Crucial Crew

Crucial Crew is a year six event which aims to support children as they move onto senior school, giving them the tools to stay safe, fit and healthy. They take part in various scenarios that all have key messages and at the end of the session the pupils take a quiz to test their knowledge on the various scenarios.



This year's Crucial Crew was a great success with 1358 pupils attending from 37 local schools. The pupils were involved in interactive sessions presented by Essex Fire and Rescue Service, Safer Places, Red Balloon, Ace, Sainsbury's, Essex Road Safety, Sparks 2 Life, AlcohelP and the EFDC Community Health and Wellbeing team. All gave their key messages on personal safety and health and wellbeing. At the end of the session pupils took part in the interactive quiz with pupils scoring over 95% in most areas.

To continue their learning experience each pupil received a travel wallet with web contact details of all the agencies present on the day. It is hoped this is something they will keep and use for future reference. As always, we had very positive comments from the schools that attended.

Crucial Crew is organised by the Community Health and Wellbeing team who bring their knowledge and experience in running such a large event. A number of dignitaries attended including the EFDC Chair, portfolio holders and the High Sherriff of Essex, all of whom praised the event.

4. Mi-Life

Epping Forest Youth Council came first in the 2018 National Crimebeat Awards for their work on the MiLife mental health project. Past and present Youth Councillors collected the £1,000 prize from HRH The Duchess of Gloucester on 18 April 2018. Current Youth Councillor Adam Freeman was joined by former Youth Councillors Matthew Tinker, Joseph Pascoe and Leonora Troshupa to give a short presentation and receive the award at the Royal National Hotel in London.

MiLife was originally developed for 11 to 16 year olds to help them to better understand and manage their own emotional wellbeing and mental health. However, due to its' success and identification that the Roadshow would be beneficial to younger children, it was developed into a primary school age programme in 2017 and latterly for Early Years. The programme provides advice about where young people can go for more help and support when problems arise. MiLife was initiated following the 2015 Epping Forest Youth Conference where the young people who attended, listed mental health as one of the top issues concerning them.

The Youth Councillors researched the topic and importantly looked at the information available to young people on various websites. They felt that the information was not localised and was very text heavy, that young people needed access to local information from websites that were trusted and approved by officials such as NELFT NHS.

Youth Councillors worked closely with the Community Health and Wellbeing team at Epping Forest District Council, the Red Balloon Family and NELFT NHS to create a unique project for young people, by young people. Youth Councillors received Mental Health First Aid training and worked with Red Balloon to compare mental health with first aid.

The purpose of the roadshow is to promote positive mental health and show how young people can build resilience. MiLife aims to give young people a greater understanding of what to do if they feel mentally ill, but also how to help themselves keep a healthy and happy mind. The MiLife Roadshow visits secondary schools in the Epping Forest district and pupils watch a theatre production by the Red Balloon Foundation group.

Find out more at the www.milife.org.uk



More photos <http://www.eppingforestdc.gov.uk/news/?p=36223>

5. Firebreak

Firebreak is a partnership with Essex Fire & Rescue Service and Epping Forest Community Safety Partnership open to young people between the ages of 10 and 24.

Two sessions took place this year linked to our Senior Schools.

Each course was tailored to address and promote many important values; confidence, self-esteem, healthy lifestyles, alcohol and substance misuse and coping with negative influences such as peer pressure.

Students attended each five-day course from 9am-3pm each day ending with a pass out parade attended by friends and family to see the culmination of all their hard work. The accredited course is intensive and can be demanding both mentally and physically but is very enjoyable and a great positive experience for both the student and instructor.

6. Senior Citizens' Events

Senior Safety Day

EFDC's Senior Safety Days promotes how to stay safe in and around the home. The event brings together statutory bodies, agencies, clubs and organisations that support our senior residents in keeping safe and well. The events are organised and coordinated by the Community Health and Wellbeing Team.

This year's Senior Safety Day was held at Trinity Church, Debden and was well attended with over 60 local residents who took part in a range of presentations and discussions. There were talks from the Police, Fire and Ambulance services, covering topics such as scams and distraction burglary, the need to have a working smoke alarm, correct use of plugs and not over loading them, and what to do in a medical emergency.

Emergency services speakers were joined other agencies including 'stop loan sharks' and VAEF, giving advice on loan sharks and home safety adaptations. In an adjoining hall there were stands from the agencies as well as other local clubs and organisation, providing attendees with an opportunity to ask further questions and speak to the professionals one-to-one.

The event concluded with an interactive musical 'Scam Busters' which highlighted the problems of scams and how to combat them. This gave the attendees the opportunity to join in and make the event a social experience too. The day was well received with positive comments from attendees who all received a goodie bag, with information from the day.

7. Homesafe

The service supports vulnerable people who may have suffered violence or threats of violence, to feel safer in their own home. Clients tend to be victims of antisocial behaviour, hate crime, domestic violence or burglary.

The role of C.A.R.E (Caring and Repairing in Epping Forest)

C.A.R.E. began supporting the service in Spring 2017 by arranging for preferred contractors to carry out specialised security work such as fitting arson bags, letter box plates, hinge bolts and external lighting.

To date C.A.R.E. has carried out work on 29 referrals spread across the district, with most work carried out in Loughton. Total expenditure is £5,153.77 with an average of £177.72 per job.



Hinge bolts keep the door in the frame on the hinge side when the door is attacked



Letterbox bag to extinguish fires caused by arson attacks

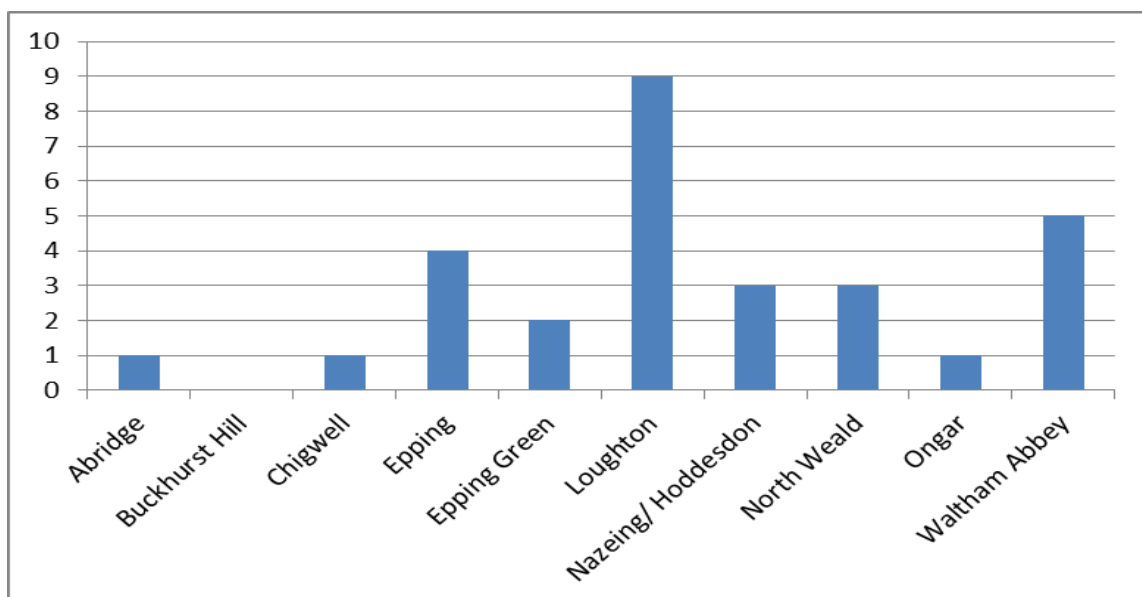
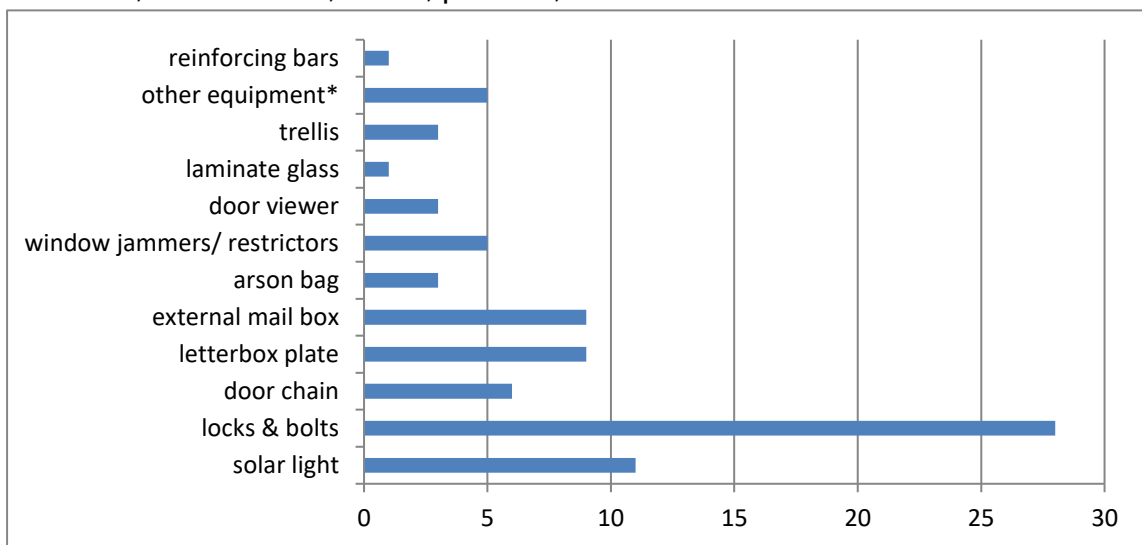
Twenty-four properties throughout the district with an average cost per job of £167.00. Clients may be older people, but we have also carried out work for people with young children. We have many compliments about this service including the example below;

One client commented

“I am very happy with the service all round. From first contacting Finn Foley to the visit by Tony Ellis... (Police) and the conscientious work by Kevin Batchelor (C.A.R.E. contractor). I felt supported and respected throughout the whole process, and it was an important step in my recovery.”

HomeSafe Jobs 2017/18

Of 84 items of equipment fitted, the majority were locks and bolts: *door jammer/brace, ladder chain, alarm, padlock,



8. Safeguarding Vulnerable children on Transport networks / Child Sexual Exploitation

Epping Forest was one of three areas across Essex to take part in a pilot project “Safeguarding Vulnerable Young People on Transport” alongside Basildon and Braintree.

Also known as Operation Henderson the project, which was the first of its kind in the county, aimed to raise awareness amongst rail staff and members of the public of the vulnerability of young people to exploitation and abuse at stations and transport networks in parts of Essex.

In Epping Forest the project consisted of two weeks outreach at the nine Underground stations in the district, supported by a comprehensive media campaign and three videos aimed at young people, the community and transport staff.

The social media campaign reached over a quarter of a million people, with 12,000 views of the community video, 9,000 views of the young people’s video and 6,000 views of the rail network video.



There are various **key indicators** to look for:

- Children who are always looking for a friend to talk to when alone or in a group
- Children who are always looking for a friend to talk to when alone or in a group
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- Children who are always looking for a friend to talk to when alone or in a group

CONTACT
 Childline: 0800 1111
 NSPCC: 0800 555 111
 British Transport Police: 0800 40 50 40 or text 0316

DEFINITIONS
CHILD EXPLOITATION
 Child sexual exploitation is a form of child sexual abuse where a child or young person is used by another person to engage in sexual activities for the financial or other advantage of the perpetrator or third party, or for the sexual gratification of the perpetrator.

REPORTING CONCERNS
 The Police
 If you are worried about a child or young person who may be at risk of child sexual exploitation, you should report your concerns to the police. You can report your concerns to the police by calling 101 or by visiting the police website at www.police.uk.

USEFUL CONTACTS
 NSPCC: 0800 555 111
 Childline: 0800 1111
 British Transport Police: 0800 40 50 40 or text 0316
 Essex Partnership of Race Communities: 0206 200 0000
 The Children's Society: 020 7462 1515
 www.childrensociety.org.uk

What does 'made or tricked' really mean?
 You can never consent to a sexual act if you are under 16. If someone makes you do something you don't want to do, it is a criminal act. They may force you to make you believe they don't expect anything in return for that something bad is going to happen.

Added to carry out a criminal act?
 Someone who is forced or tricked into carrying out a criminal act is a victim of child sexual exploitation. They may be forced to do things like: have sex with someone, take photos or videos of themselves or others, or be used to exploit other people.

What is missing?
 Nothing is missing. There is always someone who can help.

What is trafficking?
 Trafficking is when someone is moved or taken from one place to another for the purpose of sexual exploitation. This can be across a long distance, or it can be within the same country. People who are trafficked are often forced to work in a factory, on a farm, or in a shop.

What signs should I look out for and talk to someone about if I notice?
 Signs that someone may be a victim of child sexual exploitation include:
 - They are always looking for a friend to talk to when alone or in a group.
 - They are always looking for a friend to talk to when alone or in a group.
 - They are always looking for a friend to talk to when alone or in a group.

Wanting about yourself or someone you know?
 If you are worried about a child or young person who may be at risk of child sexual exploitation, you should report your concerns to the police. You can report your concerns to the police by calling 101 or by visiting the police website at www.police.uk.

Support numbers
 Childline: 0800 1111 or www.childline.org.uk
 Essex Partnership of Race Communities: 0206 200 0000
 The Children's Society: 020 7462 1515
 www.childrensociety.org.uk

Moving Forward 2018-19

Epping Forest CSP has received a funding allocation of £19,268 for 2018-19. In 2018-19 the strategic priorities of Epping Forest CSP will be:

- Domestic Abuse
- Hate Crime
- Anti-social behaviour
- Domestic/Residential Burglary

The partnership will address these priorities through the identification of agencies and resources that are best placed to respond and deliver improvements.

These priorities along with the core responsibilities of the CSP to reduce crime and disorder and re-offending will inform the Epping Forest CSP Partnership Plan for 2018-19.

Appendix one

Essex Police performance summary - March 2017 to April 2018

Top Level		Offences				
Crime Type	% DA 2018	2017	2018	# diff.	% diff.	% All 2018
Anti-Social Behaviour (incidents)	-	3668	3309	-359	-9.8	-
All Crime (excl. Action (NFIB) Fraud)	11.0	8616	10010	1394	16.2	100.0
- State Based Crime	6.0	949	1174	225	23.7	11.7
- Victim Based Crime	11.7	7667	8836	1169	15.2	88.3
Victim Based Crime		Offences				
Crime Type	% DA 2018	2017	2018	# diff.	% diff.	% All 2018
Violence Against the Person	34.5	2101	2549	448	21.3	25.5
- Homicide	0.0	0	2	2	-	0.0
- Violence with Injury	35.6	802	821	19	2.4	8.2
- Death or Serious Injury caused by unlawful driving	0.0	5	6	1	20.0	0.1
- Violence without Injury	37.6	844	1034	190	22.5	10.3
- Stalking and Harassment	28.9	450	686	236	52.4	6.9
- Violence with Injury (pre-Nov 17 definition)	35.3	807	827	20	2.5	8.3
- Violence without Injury (pre-Nov 17 definition)	34.1	1294	1720	426	32.9	17.2
Sexual Offences	14.6	146	206	60	41.1	2.1
- Rape	27.9	56	68	12	21.4	0.7
- Rape - Under 16 yrs	0.0	21	24	3	14.3	0.2
- Rape - Over 16 yrs	43.2	35	44	9	25.7	0.4
- Other Sexual Offences	8.0	90	138	48	53.3	1.4
- Other sexual offences: Under 13	0.0	23	31	8	34.8	0.3
- Other sexual offences: Under 16	3.2	19	31	12	63.2	0.3
- Other sexual offences: Age 13 to 17	0.0	0	1	1	-	0.0
- Other sexual offences: Over 13	16.4	31	61	30	96.8	0.6
- Other sexual offences: Over 16	-	0	0	0	-	0.0
- Other sexual offences: Not Age Specific	0.0	17	13	-4	-23.5	0.1
Robbery	0.7	103	142	39	37.9	1.4
- Robbery of business property	0.0	6	17	11	183.3	0.2
- Robbery of Personal Property	0.8	97	125	28	28.9	1.2
Theft Offences	0.7	4254	4952	698	16.4	49.5
- Burglary	0.2	1188	1325	137	11.5	13.2
- Burglary Residential	0.3	-	1017	-	-	10.2
- Burglary Business & Community	0.0	-	308	-	-	3.1
- Burglary Dwelling (pre-Apr 17 definition)	0.3	734	885	151	20.6	8.8
- Burglary Other (pre-Apr 17 definition)	0.0	437	457	20	4.6	4.6
- Vehicle Offences (incl. Interference)	0.4	1455	1951	496	34.1	19.5
- Theft from a Vehicle	0.0	864	1081	217	25.1	10.8
- Theft of a Vehicle	1.2	428	586	158	36.9	5.9

- <i>Vehicle Interference</i>	0.0	163	284	121	74.2	2.8
- Theft	1.4	1611	1676	65	4.0	16.7
- <i>Theft from the Person</i>	0.0	75	70	-5	-6.7	0.7
- <i>Theft of Pedal Cycle</i>	0.0	55	33	-22	-40.0	0.3
- <i>Shoplifting</i>	0.0	481	566	85	17.7	5.7
- <i>Other Theft</i>	2.3	1000	1007	7	0.7	10.1
Criminal Damage Inc. Arson	9.3	1063	987	-76	-7.1	9.9
- <i>Criminal Damage</i>	9.5	1037	954	-83	-8.0	9.5
- <i>Arson</i>	3.0	26	33	7	26.9	0.3
Victim Based: Under Reported				Offences		
Crime Type	% DA 2018	2017	2018	# diff.	% diff.	% All 2018
Racial/Religiously Aggravated Offences	0.0	106	103	-3	-2.8	1.0
Hate Crime HO Definition	2.5	171	162	-9	-5.3	1.6
Domestic Abuse	100.0	855	1105	250	29.2	11.0
- <i>High Risk Domestic Abuse</i>	100.0	134	69	-65	-48.5	0.7
- <i>Medium Risk Domestic Abuse</i>	100.0	366	254	-112	-30.6	2.5
- <i>Standard Risk Domestic Abuse</i>	100.0	339	735	396	116.8	7.3
- <i>No Risk Assessment</i>	100.0	16	47	31	193.8	0.5
State Based Crime				Offences		
Crime Type	% DA 2018	2017	2018	# diff.	% diff.	% All 2018
Drug Offences	0.0	216	242	26	12.0	2.4
- <i>Trafficking of Drugs</i>	0.0	33	28	-5	-15.2	0.3
- <i>Possession of Drugs</i>	0.0	183	214	31	16.9	2.1
Possession of Weapons	0.0	43	65	22	51.2	0.6
Public Order	6.9	568	669	101	17.8	6.7
Miscellaneous Crimes against Society	12.1	122	198	76	62.3	2.0

CSP funding 2017-2018

Organisation	Funding received	Expenditure
Police Crime Commissioner (PCC) - core funding	£19268	
Community Pastors		1,500.00
Community Safety Volunteers		2,500.00
Home Safe		4,000.00
IOM		1,500.00
J9		2,000.00
Trading Standards		1,000.00
Volunteer Police Cadets		750.00
Active Citizens		1,500.00
CSP Contingency		2,518.00
CSP Education /Training		2,000.00
Epping Forest District Council	£20,675.00	
Community Safety Volunteering		2,500.00
Partnership Co-ordinator		5,000.00
Community Safety Hub		2,500.00
Homesafe		4,000.00
Crucial Crew		6,275.00
J9 Essex		400.00
Police Crime Commissioner Funding Community Safety Hub		22,500.00
Essex Fire & Rescue – Firebreak		5,000.00
DCLG – Safer Places		114,251.00
Overall total		181,894.00



community
safety
PARTNERSHIP
EPPING FOREST DISTRICT

October 2018

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Report to Communities Select Committee

Date of meeting: 13 November 2018

Portfolio: Housing (Councillor S. Stavrou)

Subject: Corporate Plan 2018-2023 –
Performance Report Q1 & Q2 2018/19

Officer contact for further information: M Chwiedz (01992 562076)

Democratic Services Officer: J Leither (01992 564756)

Recommendations/Decisions Required:

- (1) That the Committee review the outturn position for Quarter 1 and Quarter 2 2018/19, in relation to the achievement of the Corporate Plan for 2018-2023;**
- (2) That the Committee identifies any actions and/or projects, performance indicators and/or benefits, which require in-depth scrutiny or further report on performance.**

Executive Summary:

The Corporate Plan 2018-2023 is the authority's key strategic planning document. The Plan lays out the journey the Council will take to transform the organisation to be 'Ready for the Future'. The plan links the key external drivers influencing Council services, with a set of corporate aims and objectives, grouped under three corporate ambitions.

A Corporate Specification for each year (previously called the Key Action Plan) details how the Corporate Plan is being delivered through operational objectives, with these in turn linked to annual Service business plans.

The success of the Corporate Plan is assessed through the achievement of a set of benefits, each measured through one or more performance indicator, focussed on what the Council achieves for customers. Strategic Board, Cabinet and the Scrutiny Committees have overview and scrutiny roles to drive improvement in performance and ensure corrective action is taken where necessary.

Reasons for Proposed Decisions:

This combined report brings together the performance of the Council against the Corporate Plan and gives 'clear line of sight' for performance across the Council via the new benefits maps and performance indicator set. The benefits maps provide an opportunity for the Council to focus attention on how specific areas for improvement will be addressed, and how opportunities will be exploited and better outcomes delivered. It is important that relevant performance management processes are in place to review and monitor performance against performance indicators to ensure their continued achievability and relevance, and to identify proposals for appropriate corrective action in areas of slippage or under performance.

Other Options for Action:

No other options are appropriate in this respect. Failure to monitor and review performance and to consider corrective action where necessary could have negative implications for judgements made about the Council's progress and might mean that opportunities for improvement are lost.

Report:

The Corporate Plan – Context, Aims and Objectives

1. The Corporate Plan is the Council's highest level strategic document. It sets the strategic direction and priorities for the organisation for the lifetime of the plan and provides a framework to demonstrate how the work of the Council fits together at a strategic level.

2. The new Corporate Plan runs from financial year 2018/19 to 2022/23 and was adopted by full Council on 21 December 2017. This plan links the key external drivers influencing Council services, with a set of corporate aims and objectives, grouped under three corporate ambitions. The Corporate Plan is the cornerstone of the Council's performance management framework, called its Benefits Management Strategy. The Corporate Plan also provides the policy foundation for the Council's Medium Term Financial Strategy (MTFS) and is essential for the prioritisation of resources to provide public services and value for money.

3. The Council's external drivers have been identified by Cabinet Members and the Council's Management Board and Leadership Team, for the next five years. They have been further refined through consultation and linked with a set of three interdependent corporate ambitions:

- Stronger Communities;
- Stronger Place; and
- Stronger Council.

4. Each ambition has a set of corporate aims, which are in turn detailed by one or more corporate objective.

5. An annual Corporate Specification details how the Corporate Plan will be delivered through a set of operational objectives for that year. In turn, these operational objectives are responded to through annual Service business plans.

6. The previous regular performance reports covering the annual Corporate Plan Key Action Plan, Key Performance Indicators and Transformation Highlight Report have now been superseded by this single integrated performance report.

Benefits Realisation

7. The Corporate Plan can be viewed as a set of benefits maps – one map for each of the ten corporate aims. The content of these maps is by necessity more technical than is presented in the public document.

8. An explanation of these benefits maps is provided in this section of the report.

9. All benefits from individual corporate objectives, connect back to four key benefits, which are as follows:

- K1 Improved customer value – recognising what customers' value about our services and placing them as the heart of everything we do;

- K2 Increased efficiency – focussing on our speed of delivery and getting things right first time;
- K3 Increased agility – reducing red tape, simplifying how we work through joined up services; and
- K4 Increased savings and income – delivery of resource savings and income generation, to keep Council Tax low.

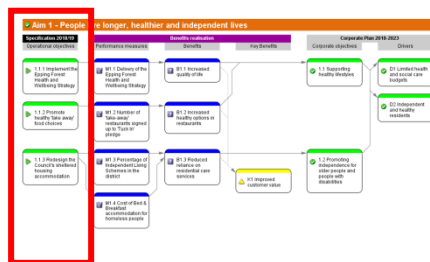
10. In this context, a benefit is defined as: the measurable improvement resulting from an outcome perceived as an advantage by a stakeholder, which contributes towards one or more organisational objectives.

11. Please note that when the benefits maps are created, best practice is to start from the right-hand side and work towards the left, i.e. start with the needs of our customers or the end in mind, and work back to the solutions on the left-hand side. When the organisation delivers services, it starts on the left-hand side and works over to the right, i.e. the delivery goes from left to right.

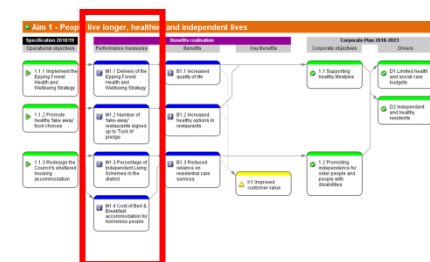
How to Read the Performance Report

12. The Report works through each Corporate Aim in turn, starting with the headline benefits map, followed by detailed lists of the elements from the map, working from left to right: (a) operational objectives, (b) projects and programmes, and (c) performance indicators.

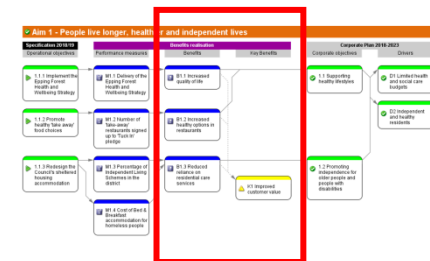
Working from the left hand side of the benefits maps (see example), the first column contains the annual Specification – formally the Key Action Plan – as a set of operational objectives covering both Businesses As Usual (BAU) and business transformation (projects and programmes).



13. The next column of the benefits maps covers the measurement of performance through a set of Performance Indicators (PIs).

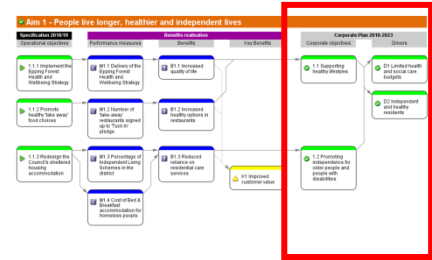


14. The benefits for stakeholders sit at the centre of the benefits maps. One or more performance measures makes up each (intermediate) benefit. Individual performance measures may contribute to one or more benefit. Where this is the case, weightings that show how the performance of these indicators 'roll-up' is given. Similarly, an individual indicator may contribute to the realisation of one or more benefits.



In turn, each (intermediate) benefit contributes to one or more of the four key benefits.

15. The right hand side of the benefits maps shows the corporate aims and objectives and the environmental factors which drive them. The progress of Actions and Benefits are combined to indicate the ‘rolled-up’ status of the Corporate Objectives and their respective Drivers.



16. In addition, each performance indicator has been identified as either ‘Corporate (C)’ or ‘Partnership (P)’, to show whether there are factors outside of the Council’s control which impact on the indicator.

Red-Amber-Green Status, Targets and Thresholds

17. Individual elements are colour coded using the Red, Amber, Green status indicators – often abbreviated to RAG – to highlight exceptions that may require attention. This enables Members and officers to efficiently focus on areas where performance may be below target, and where remedial actions or further scrutiny may be required. By following the links left-to-right on the benefits maps – between projects / actions, indicators, benefits and objectives – the maps also show the likely cause (to the left) or impact (to the right) of any underperformance.

18. Where appropriate, each individual performance indicator has a target for the Corporate Plan period. This will be profiled across the five years of the plan, and could be a flat line, cumulative, ramp-up or tail-off in shape. In addition, where appropriate each individual performance indicator has an amber threshold tolerance. Between the target and the amber tolerance, performance would be reported as Amber, beyond this threshold, performance would be reported as Red.

19. The key to the icons used on the benefits maps is as follows:

	Green	Indicates an element that is on target or has been completed
	Green	Indicates an action that is in progress or is assigned
	Amber	Indicates: <ul style="list-style-type: none"> Performance Indicator (or Risk) that is neither red nor green; or An Action that is unassigned, i.e. it doesn't have an owner
	Red	Indicates: <ul style="list-style-type: none"> A Performance Indicator below target, or An overdue Action based on the deadline date, or A Risk with a high rating
	Blue	Indicates that there is data missing and Pentana Performance is unable to make a calculation for that Performance Indicator, therefore it will not show one of the other traffic light icons

20. The scrutiny committee that owns each element for scrutiny purposes is indicated by the following acronyms:

O&S	Overview and Scrutiny Committee
CSC	Communities Select Committee
GSC	Governance Select Committee
NSC	Neighbourhoods Select Committee
RSC	Resources Select Committee

21. The progress of performance is reviewed by Strategic Board, the Finance and Performance Management Cabinet Committee and Cabinet at the conclusion of each quarter.

Service Directors review performance with the relevant portfolio holder(s) on an ongoing basis throughout the year. Select Committees are each responsible for the scrutiny of quarterly performance within their areas of responsibility.

Performance Report

22. The Committee is requested to review the performance outturn position against the benefits maps, in relation to the achievement of the Corporate Plan for 2018-2023.

23. The Committee is requested to identify any actions and/or projects, performance indicators and/or benefits, which require in-depth scrutiny or further report on performance.

Resource Implications:

None for this report.

Legal and Governance Implications:

There are no legal or governance implications arising from the recommendations of this report.

Safer, Cleaner and Greener Implications:

None for this report.

Consultation Undertaken:

The Finance and Performance Management Cabinet Committee – 13 September 2018
Overview and Scrutiny Committee – 29 October 2018

Background Papers:

Various reports, culminating in:

- Corporate Plan 2018-2023 Report to Cabinet (C-032-2017/18) on 7 December 2017.
- Corporate Plan 2018-2023 Report to Council (Item 12) on 21 December 2017.
- Corporate Plan 2018-2023 – Progress Reporting and Performance Indicator Set:
 - Neighbourhoods Select Committee on 20 March 2018
 - Resources Select Committee on 14 March 2018
 - Governance Select Committee on 27 March 2018
 - Communities Select Committee on 18 March 2018
 - Overview and Scrutiny Committee on 17 April 2018.
- Corporate Plan 2018-2023 – Benefits Maps, Performance Indicator Set, Targets and Progress Reporting (FPM-002-2018/19) report to Finance and Performance Management Cabinet Committee on 21 June 2018.

Risk Management:

There are no risk management issues arising from the recommendations of this report. Relevant issues arising from actions to achieve specific objectives or benefits will be identified by the responsible service director during business planning and communicated to the Corporate Risk Management Group.

Equality Analysis

This is a quarter 1 and a quarter 2 position for 2018-19, in relation to the achievement of the objectives and measures contained within the Corporate Plan. There are no equality implications arising from the specific recommendations of this report. Relevant implications arising from individual actions will be identified and considered by the responsible service director.

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Our Corporate Plan 2018-2023

"Ready for the future"

Stronger communities

- 1. People live longer, healthier and independent lives
- 2. Adults and children are supported in times of need
- 3. People and communities achieve their full potential

1.1 Supporting healthy lifestyles

1.2 Promoting independence for older people and people with disabilities

2.1 Safeguarding and supporting people in vulnerable situations

3.1 Enabling communities to support themselves

3.2 Provide culture and leisure

3.3 Keeping the district safe

Stronger places

- 4. Delivering effective core services that people want
- 5. A district with planned development
- 6. An environment where new and existing businesses thrive

4.1 Keeping the district clean and green

4.2 Improving the district housing offer

5.1 Planning development priorities

5.2 Ensuring infrastructure supports growth

6.1 Supporting business enterprise and attracting investment

6.2 People develop skills to maximise their employment potential

6.3 Promoting retail, tourism and the visitor economy

Stronger council

- 7. Customer satisfaction
- 8. Democratic engagement
- 9. A culture of innovation
- 10. Financial independence with low Council Tax

7.1 Engaging with the changing needs of our customers

8.1 Robust local democracy and governance

9.1 Enhancing skills and flexibility of our workforce

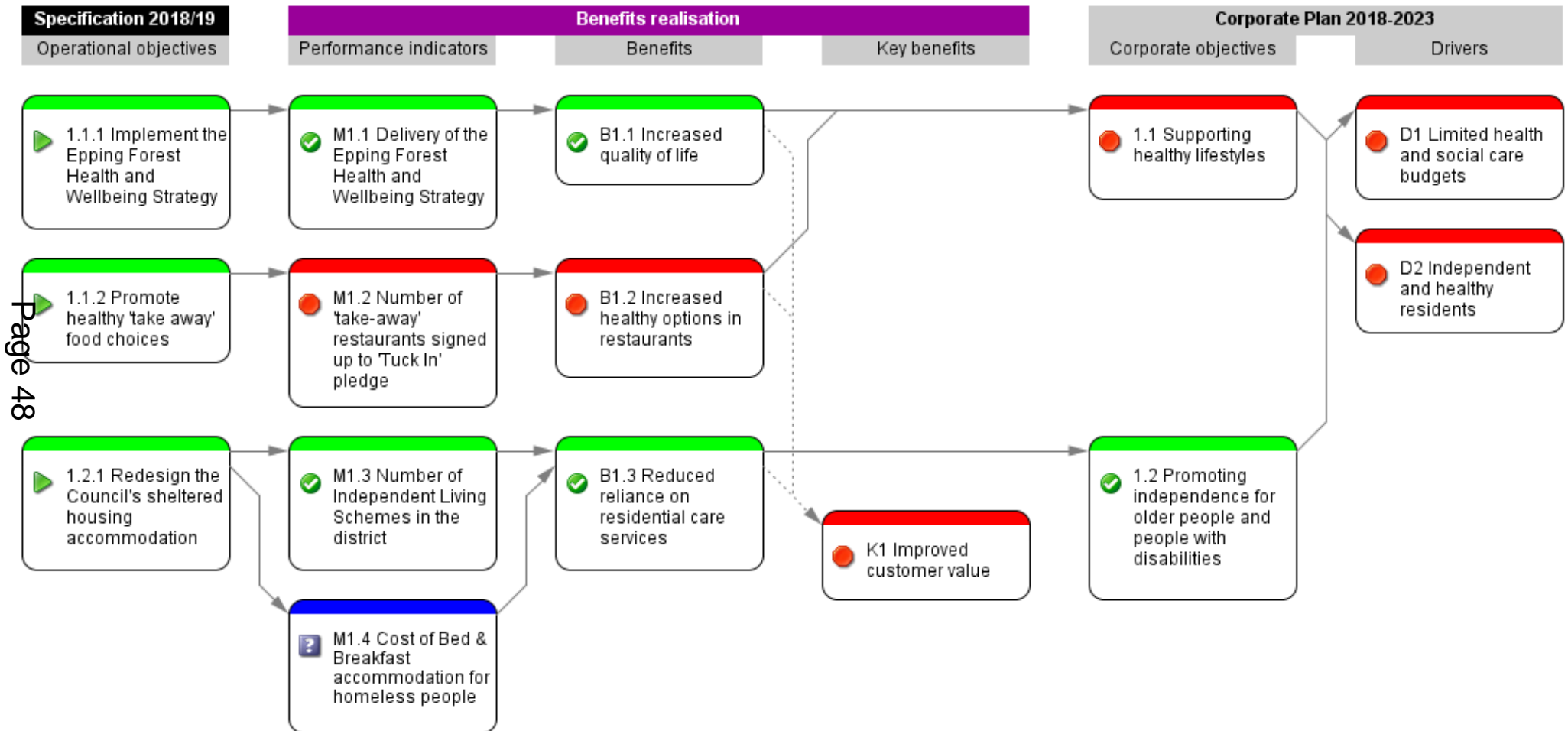
9.2 Improving performance through innovation and new technology

10.1 Efficient use of our financial resources, buildings and assets

10.2 Working with commercial partners to add value for our customers

Aim 1 - People live longer, healthier and independent lives

Stronger communities



Aim 1 People live longer, healthier and independent lives

Stronger communities

To improve the quality of life and life expectancy of all our residents by promoting healthier lifestyles, as well as providing homes and facilities to reduce the future demand on social care services and support the independence of our more vulnerable residents.

Corporate objective 1.1 Supporting healthy lifestyles

Improving the quality of life, as well as life expectancy of all our residents by supporting and promoting healthier lifestyles, providing opportunities for physical activity and initiatives to support the emotional and mental health of our children and young people.

Operational objective 1.1.1 Implement the Epping Forest Health and Wellbeing Strategy

RAG	Description	Progress	Due date	Expected outcome	Scrutiny	Manager
▶	Implement the Epping Forest Health and Wellbeing Strategy	50%	31-Mar-2019	Action On Target	CSC	Assistant Director - Community Services & Safety (CSS01)
Page 49	Q2 - Each of the three thematic Health & Wellbeing Action Groups have facilitated positive partnership working and are making good progress in the delivery of key projects. Each Action Group has identified and agreed its three priorities for 2018-19. Overall, projects are 30% complete. Action Plans for each multi-agency group will be taken to the next EF Health & Wellbeing Board meeting on 30th October.					
	Q1 - Multi-agency Action Groups have been established for each of the three health & wellbeing thematic priorities and Action Plans are currently being development in collaboration with the Council's partners.					

Corporate objective 1.2 Promoting independence for older people and people with disabilities

Providing additional care facilities as well as future homes which in turn will reduce the demand on social care services and help to support independence.

Operational objective 1.2.1 Redesign the Council's sheltered housing accommodation

RAG	Description	Progress	Due date	Expected outcome	Scrutiny	Manager
▶	Redesign the Council's sheltered housing accommodation	50%	31-Mar-2019	Action Pending	CSC	Director of Communities (CDR01)
	Q2 - This action is pending the implementation of the new Senior Management Structure					
	Q1 - Project is currently being held in abeyance, pending the introduction of the new Senior Management Structure, due to the resultant increased commitments of the Director of Communities (who was leading the project) following the departure of the former Chief Executive and two other Directors.					

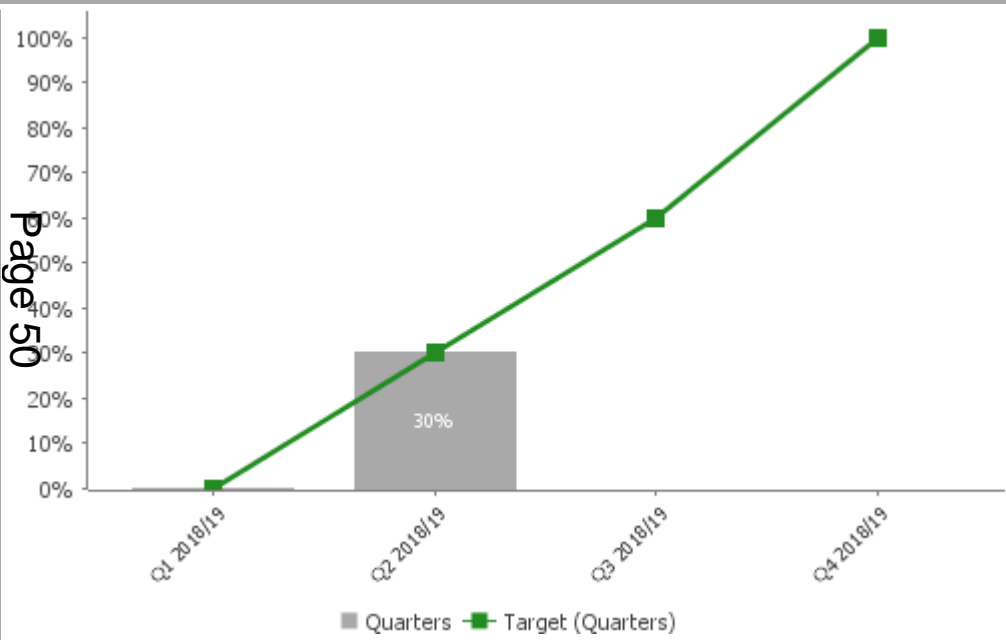
Performance indicator M1.1 Delivery of the Epping Forest Health and Wellbeing Strategy

This indicator is a measure of the successful implementation of projects contributing to the multi-agency Epping Forest Health & Wellbeing Strategy 2018-28 (Year 1).

<i>Is year-end target likely to be achieved?</i>	<i>Live from</i>	<i>Scrutiny</i>
▶ Yes	2018	CSC

<i>Manager</i>	<i>Good performance</i>	<i>Corporate or Partnership indicator</i>	<i>Annual trend</i>
Assistant Director - Community Services & Safety (CSS01)	Aim to Maximise	Partnership	↑

Trend chart *Comments*



Q2 - Each of the three thematic Health & Wellbeing Action Groups have facilitated positive partnership working and are making good progress in the delivery of key projects. Each Action Group has identified and agreed its three priorities for 2018-19. Overall, projects are 30% complete. Action Plans for each multi-agency group will be taken to the next EF Health & Wellbeing Board meeting on 30th October.

Corrective action

Q1 2018/19			Q2 2018/19			Q3 2018/19			Q4 2018/19		
Target	Value	Status	Target	Value	Status	Target	Value	Status	Target	Value	Status
0%	0%	✔	30%	30%	✔	60%			100%		



Performance indicator M1.3 Number of Independent Living Homes in the district

To promote an increase in the supply of Independent Living Homes for older people in the District, over the Corporate Plan Period (2018-23).

Is year-end target likely to be achieved?

● Not applicable

Live from

2018

Scrutiny

CSC

Manager

Director of Communities (CDR01)

Good performance

Aim to Maximise

Corporate or Partnership indicator

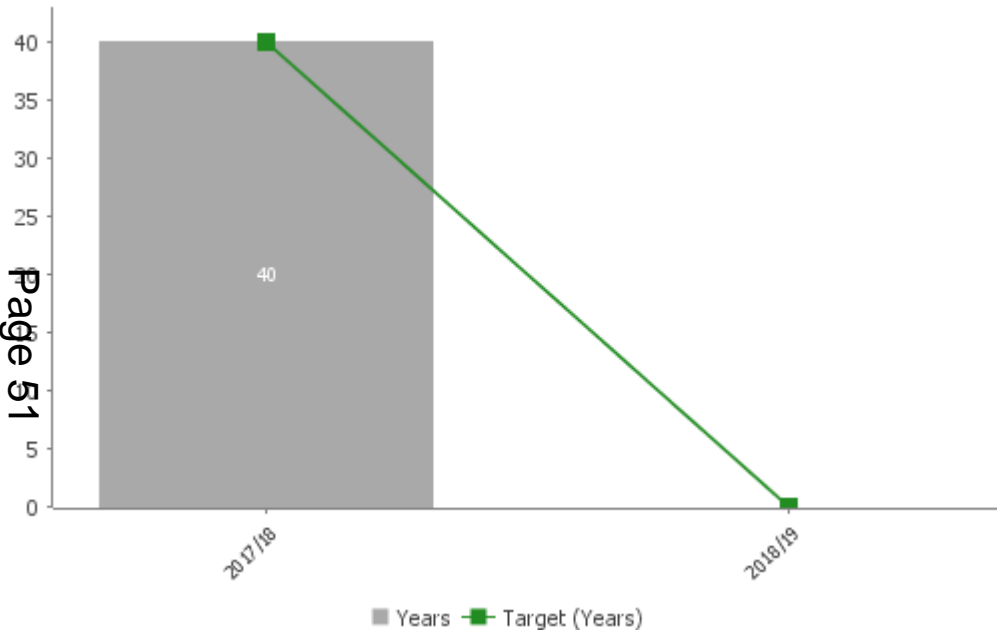
Corporate

Annual trend



Trend chart

Comments



Q2 - No new schemes have been commenced or completed this year. The commencement date to build a new Independent Living Scheme (ILS) has not been planned yet. The aim is to have approx. 50 new units built in 2019/20.

Corrective action

N/A

2018/19

Target	Value	Status
0		

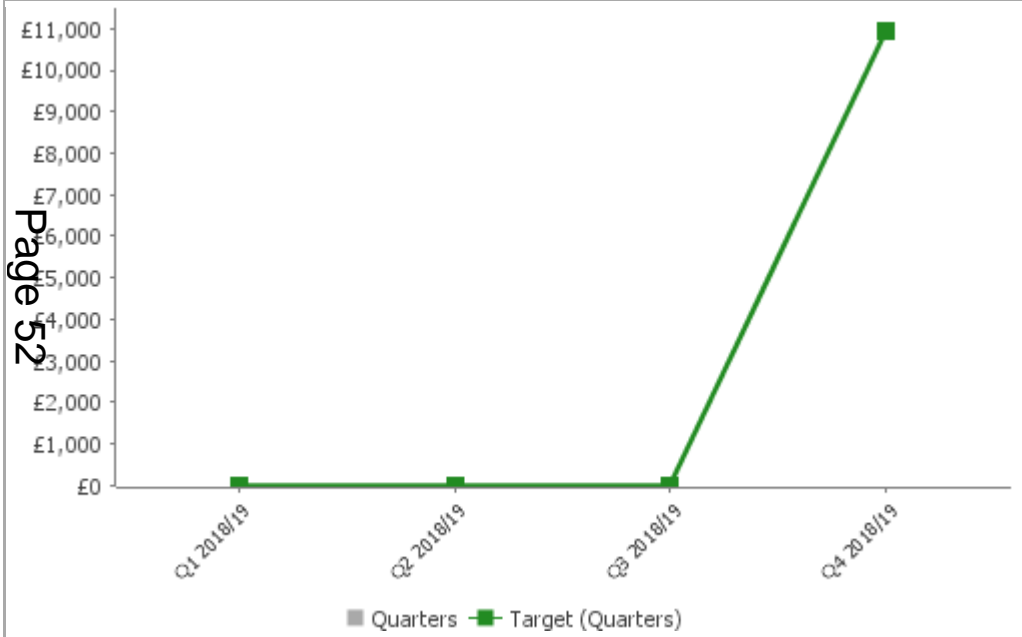
Performance indicator M1.4 Bed & Breakfast accommodation for homeless people

The indicator is intended to measure the savings generated by the reduction in the cost of Bed & Breakfast (B&B) accommodation for homeless people when accommodated in pods (temporary modular accommodation).

<i>Is year-end target likely to be achieved?</i>	<i>Live from</i>	<i>Scrutiny</i>
● Not applicable	2018	CSC

<i>Manager</i>	<i>Good performance</i>	<i>Corporate or Partnership indicator</i>	<i>Annual trend</i>
Assistant Director - Housing Operations (COP01)	Aim to Minimise	Corporate	?

Trend chart



Comments

Q2 Further delays now expected for this project, as well as increased costs, so this indicator will now be reported from 2019/20 onwards. In addition, we need to bottom out the exact calculations for the payback period and expected savings (if any) once we know what the installation costs are.

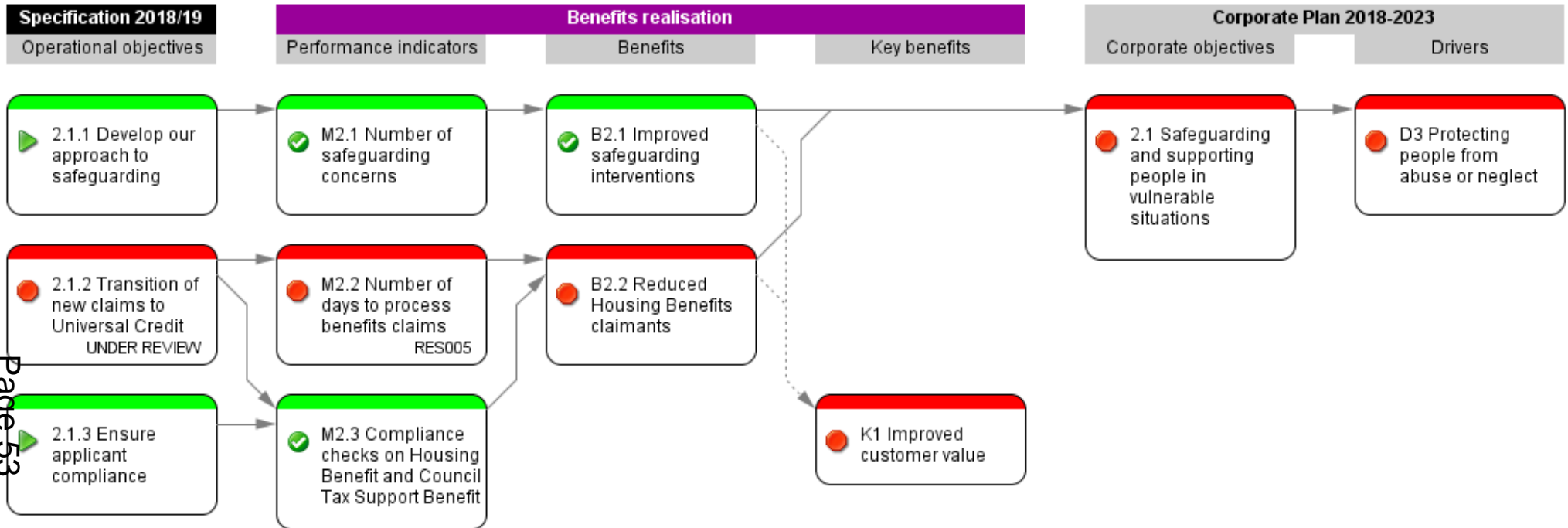
Corrective action

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Q1 2018/19			Q2 2018/19			Q3 2018/19			Q4 2018/19		
Target	Value	Status	Target	Value	Status	Target	Value	Status	Target	Value	Status
£0			£0			£0					

Aim 2 - Adults and children are supported in times of need

Stronger communities





Aim 2 Adults and children are supported in times of need

Stronger communities

To protect people in vulnerable situations from abuse and neglect, and progressively remove the barriers which prevent people from accessing the help and support they need.

Corporate objective 2.1 Safeguarding and supporting people in vulnerable situations



Protecting people in vulnerable situations from abuse and neglect through a well-trained workforce and by challenging the barriers that prevent people from accessing the help and support they need.

Operational objective 2.1.1 Develop our approach to safeguarding


RAG	Description	Progress	Due date	Expected outcome	Scrutiny	Manager
	Develop our approach to safeguarding	50%	31-Mar-2019	Action On Target	CSC	Assistant Director - Community Services & Safety (CSS01)
Page 54	Q2 - A large amount of safeguarding cases identified at EFDC involve mental health issues, we are attempting to identify improved referral pathways into the different mental health teams across the County to help support our residents to assist them getting the help and support they need earlier.					
	Q1 - The new Safeguarding Awareness e-learning course is now available on i-train and is mandatory for all EFDC staff this is to be completed by the 1 st October. The Safeguarding Team are currently piloting the face-to-face Enhanced course for all frontline/call centre staff and hope to roll this out from September onwards.					

 Performance indicator **M2.1 Number of safeguarding concerns**

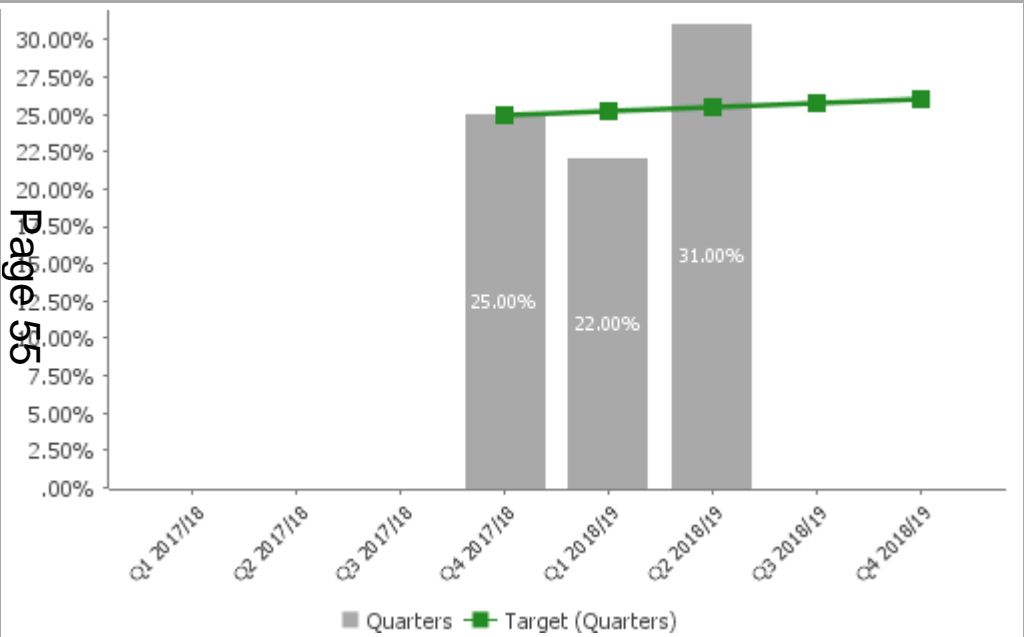
Safeguarding aims to protect or promote the welfare of individuals and/or groups of people, which ensures prevention of harm for children, young people and adults with care and support needs (*Epping Forest District Council Safeguarding Policy and Procedures*).

<i>Is year-end target likely to be achieved?</i>	<i>Live from</i>	<i>Scrutiny</i>
 Uncertain	2018	CSC

Manager
Assistant Director - Community Services & Safety (CSS01)



<i>Good performance</i>	<i>Corporate or Partnership indicator</i>	<i>Annual trend</i>
Aim to Maximise	Corporate	

Trend chart *Comments*



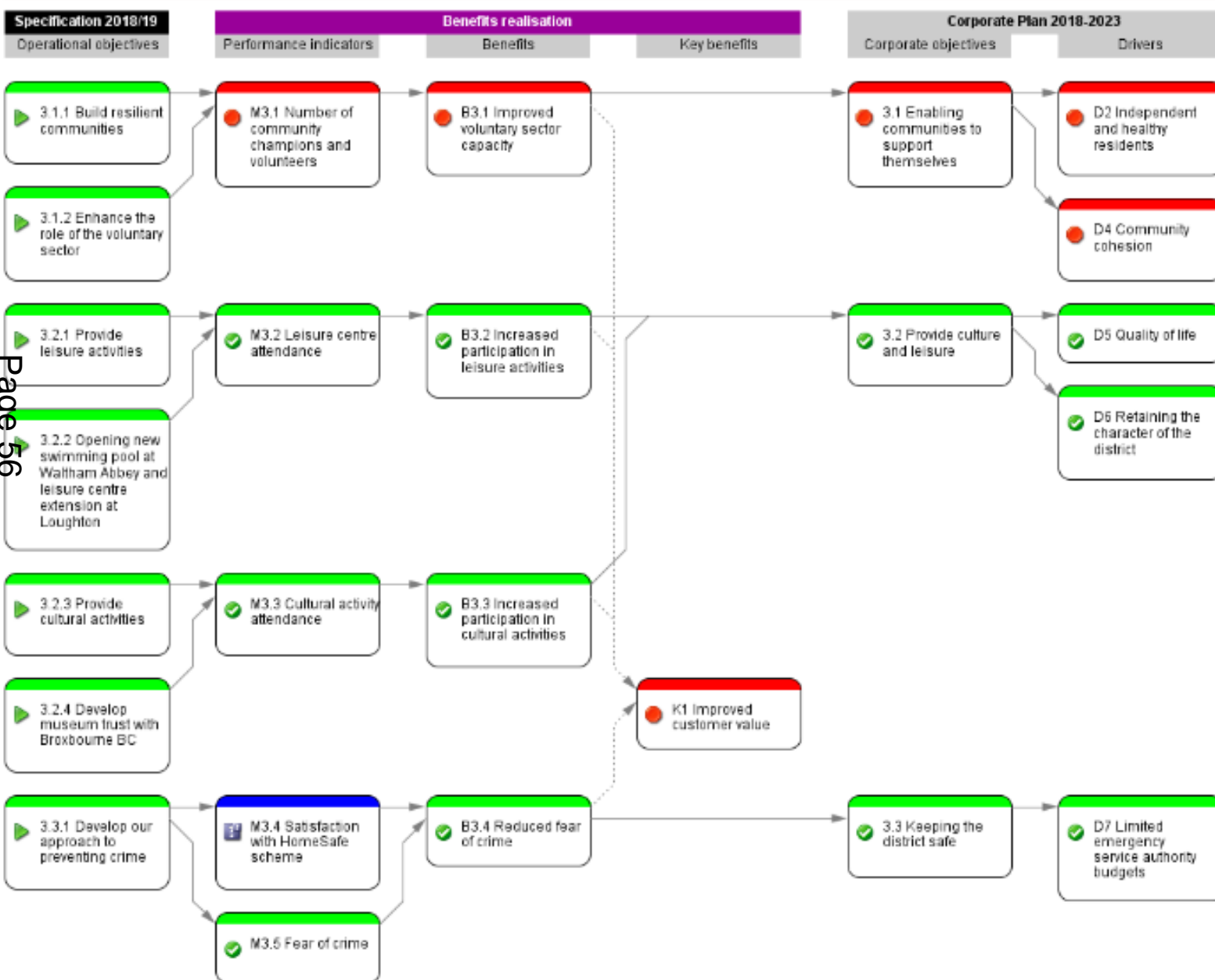
Q2 - A large amount of safeguarding cases identified at EFDC involve mental health issues, we are attempting to identify improved referral pathways into the different mental health teams across the County to help support our residents to assist them getting the help and support they need earlier.

Corrective action

Q1 2018/19			Q2 2018/19			Q3 2018/19			Q4 2018/19		
Target	Value	Status	Target	Value	Status	Target	Value	Status	Target	Value	Status
25.25%	22.00%		25.50%	31.00%		25.75%			26.00%		

Aim 3 - People and communities achieve their potential

Stronger communities





Aim 3 People and communities achieve their potential

Stronger communities

To enable communities to support themselves through the further development of partnership working with Town and Parish Councils and Voluntary Action Epping Forest, as well as provide opportunities for residents to participate in cultural and leisure activities which celebrate the character and heritage of the District. And finally, to prevent crime and ensure our residents feel safer through partnership working with Essex Police.

Corporate objective 3.1 Enabling communities to support themselves



Developing partnership working with the voluntary sector to help build community capacity and resilience across the district, enabling communities to support themselves.

Operational objective 3.1.1 Build resilient communities

RAG	Description	Progress	Due date	Expected outcome	Scrutiny	Manager
	Build resilient communities	50%	31-Mar-2019	Action On Target	CSC	Assistant Director - Community Services & Safety (CSS01)
Page 57	Q2 - A Buckhurst Hill Social Isolation Pilot Project Report is being produced with key findings, recommendations, lessons learnt and next steps. A number of initiatives have been identified to be developed in Buckhurst Hill to help reduce social isolation which will be implemented in Quarter 3. An Essex wide social isolation and loneliness working group has been set up to develop further initiatives to tackle social isolation and loneliness and EFDC will play an active role within this group. Recruitment of community champions has begun and is on track to meet the target of 6 initial community champions. An induction and training will be delivered to the first cohort of community champions in quarter 3.					
	Q1 – The Community, Health & Wellbeing Team, in partnership with the West Essex CCG, Community Matrons, Community Agents, VAEF, Essex County Fire & Rescue Service and Public Health has undertaken a pilot neighbourhood project in Buckhurst Hill. A door knocking exercise was undertaken and a community event will be facilitated in Q2. Intelligence gathered will be used to determine a partnership response to local need identified. A Community Champions Project has been launched and the initial six geographic localities identified.					

Operational objective 3.1.2 Enhance the role of the voluntary sector

RAG	Description	Progress	Due date	Expected outcome	Scrutiny	Manager
	Enhance the role of the voluntary sector	50%	31-Mar-2019	Action On Target	CSC	Assistant Director - Community Services & Safety (CSS01)
	Q2 - Objective relating to Year 3 of the current Grant Aid SLA with VAEF have been agreed in line ECC`s pan-Essex targets for CVS`s and that the SLA Objectives will be signed shortly.					
	Q1 – Objective relating to Year 3 of the current Grant Aid SLA with VAEF are in the process of being agreed in line ECC`s pan-Essex targets for CVS`s.					

Corporate objective 3.2 Providing culture and leisure

▶ Residents of all ages and backgrounds enjoy opportunities to participate in cultural and leisure activities which celebrate the rural character and heritage of our district.

Operational objective 3.2.3 Provide cultural activities

RAG	Description	Progress	Due date	Expected outcome	Scrutiny	Manager
▶	Provide cultural activities	50%	31-Mar-2019	Action On Target	CSC	Museum, Heritage & Culture Manager (CHC01)
Q2 - Total users 157308 (cumulative 287425). Users in person 11176 (cumulative 19902). Both these figures represent an increase on the 2017 -18 usage figures of 91866/7325 for this period.						
Q1 - total users for cultural activities during q1 is 130117, where 8726 attended in person						

Operational objective 3.2.4 Develop museum trust with Broxbourne BC

Page 58

RAG	Description	Progress	Due date	Expected outcome	Scrutiny	Manager
▶	Develop museum trust with Broxbourne BC	50%	31-Mar-2019	Action On Target	CSC	Museum, Heritage & Culture Manager (CHC01)
Q2 - All trustees appointed, trust has met four times, the trust is registered with Companies House registration with the Charity Commission is now proceeding with a case officer allocated. While the 13th October launch has been postponed. The trust is working on a joint bid with MHC for project funding to the HLF						
Q1 - All trustees appointed, trust has met four times, the trust is registered with Companies House but still awaiting registration with the Charity Commission. Trustees supported MHC with its first Crowd funding campaign and has outlined its initial fundraising priorities. A formal launch of the trust will take place on the 13 th October.						

Projects & programmes P008 Museum Development Trust

RAG	Description	Progress	Due date	Stage	Scrutiny	Manager
▶	To establish a Development Trust for the Epping Forest and Lowewood Museum services, involving the securing of additional income for activities, exhibitions and events, as well as providing opportunities for the greater inclusion of minority groups.	98%	31-Oct-2018	Implement	CSC	Assistant Director - Community Services & Safety (CSS01)

Corporate objective 3.3 Keeping the district safe

▶ Working in partnership with Essex Police to prevent crime and ensure our residents feel safe in the community.

Operational objective 3.3.1 Develop our approach to preventing crime

RAG	Description	Progress	Due date	Expected outcome	Scrutiny	Manager
▶	Develop our approach to preventing crime	50%	31-Mar-2019	Action On Target	CSC	Director of Communities (CDR01)
	<p>Q2 - The Hub is now working at full capacity, with a daily call conference facility which enables the co-located Community Safety and Police Officers react to rapidly emerging issues. Fortnightly district tasking is held on a Tuesday where tasking priorities and requests are agreed for the next two weeks. Tasking includes Officers from CID, Integrated Offender Management and Intelligence Teams to provide an accurate assessment of crime across the district. Over the first three months we have received 20 tasking requests, 19 of which were accepted. The CS officers have also carried out 32 self-generated cases and supported EFDC staff carrying out their functions on 16 occasions.</p>					
Page 59	<p>Q1 - The Epping Forest Community Safety Hub will be officially launched on 20th July within the Civic Offices in Epping. Three full time police officers a sergeant and two PC's work from the Civic offices using a marked police vehicle. They are working in collaboration with the Community Safety Team as an integrated Community Safety Hub. The officers work activities are directed by tasking requests and must relate to priorities of the Police and Crime Plan or the Community Safety Partnership priorities for the district.</p>					

Projects & programmes P181 EFDC Community Safety Hub						
RAG	Description	Progress	Due date	Stage	Scrutiny	Manager
▶	To create a new Community Safety Hub at the Civic Offices to tackle the rising incidents of crime and anti-social behaviour within the District involving the hosting of 3 Essex Police Officers, the refurbishing of the Community Safety Team Office and the commissioning of Parkguard Security to undertake targeted patrolling.	54%	30-Jun-2021	Prototype	CSC	Safer Communities Manager (CSC01)

 Performance indicator **M3.1 Number of Community Champions and volunteers**

The aim of this indicator is to measure the increase in the number of community leaders and volunteers in the Epping Forest District. Volunteering is of importance in community terms, as it helps to create more resilient, vibrant and self-supporting communities.

Is year-end target likely to be achieved?

 Yes

Live from

2018

Scrutiny

CSC

Manager

Assistant Director - Community Services & Safety (CSS01) Community, Health & Wellbeing Manager (CHW01)

Good performance

Aim to Maximise

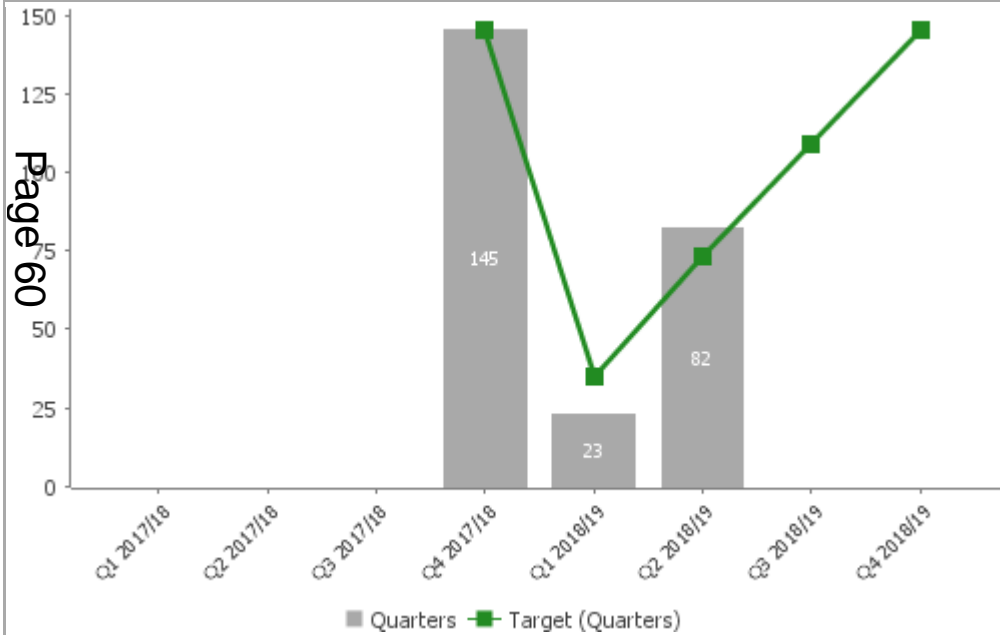
Corporate or Partnership indicator

Corporate

Annual trend





Trend chart



Comments

Q2 - VAEF have placed 50 volunteers within organisations across the district. The Community, Health & Wellbeing team have successfully recruited 9 Community Champions across the district and represent Buckhurst Hill, Chigwell, Loughton, Nazeing, Ongar, Theydon Bois and Willingale. They will commence an induction training on 9th October.

Corrective action

Q1 2018/19			Q2 2018/19			Q3 2018/19			Q4 2018/19		
Target	Value	Status	Target	Value	Status	Target	Value	Status	Target	Value	Status
35	23		73	82		109			145		

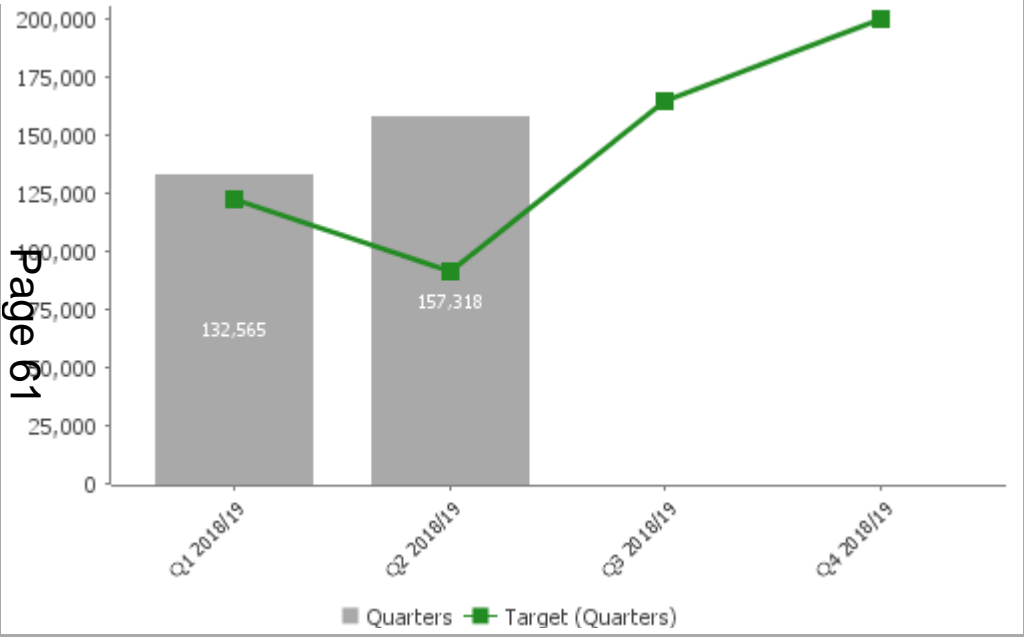
Performance indicator M3.3 Cultural activity attendance

The increased number of attendances at museum, heritage and cultural activities provided by Epping Forest District Council.

Is year-end target likely to be achieved?	Live from	Scrutiny
▶ Yes	2018	CSC

Manager	Good performance	Corporate or Partnership indicator	Annual trend
Assistant Director - Community Services & Safety (CSS01)	Aim to Maximise	Corporate	↑

Trend chart



Comments
Q2 - Target met.

Corrective action

Q1 2018/19			Q2 2018/19			Q3 2018/19			Q4 2018/19		
Target	Value	Status	Target	Value	Status	Target	Value	Status	Target	Value	Status
122,667	132,565	✔	91,014	157,318	✔	164,456			200,000		

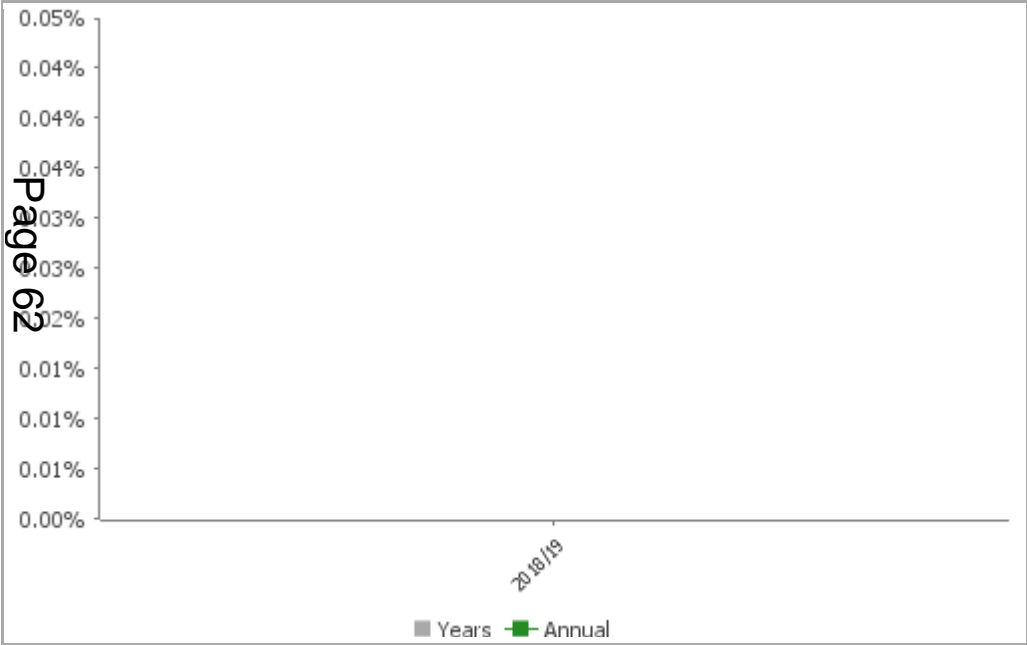
? Performance indicator **M3.4 Satisfaction with HomeSafe scheme**

This indicator relates to the satisfaction levels of the HomeSafe scheme which was reviewed in 2017/18. Baseline data is to be collected in 2018/19 to allow for a target to be set from 2019/20 onwards. The intended measure is to be an increase in the satisfaction levels.

Is year-end target likely to be achieved?	Live from	Scrutiny
● Not applicable	2019	CSC

Manager	Good performance	Corporate or Partnership indicator	Annual trend
Assistant Director - Community Services & Safety (CSS01)	Aim to Minimise	Partnership	?

Trend chart *Comments*



Q2 - The indicator is for 2019/20 onwards and therefore a baseline will be collected for 2018/19

Corrective action

2018/19		
Target	Value	Status

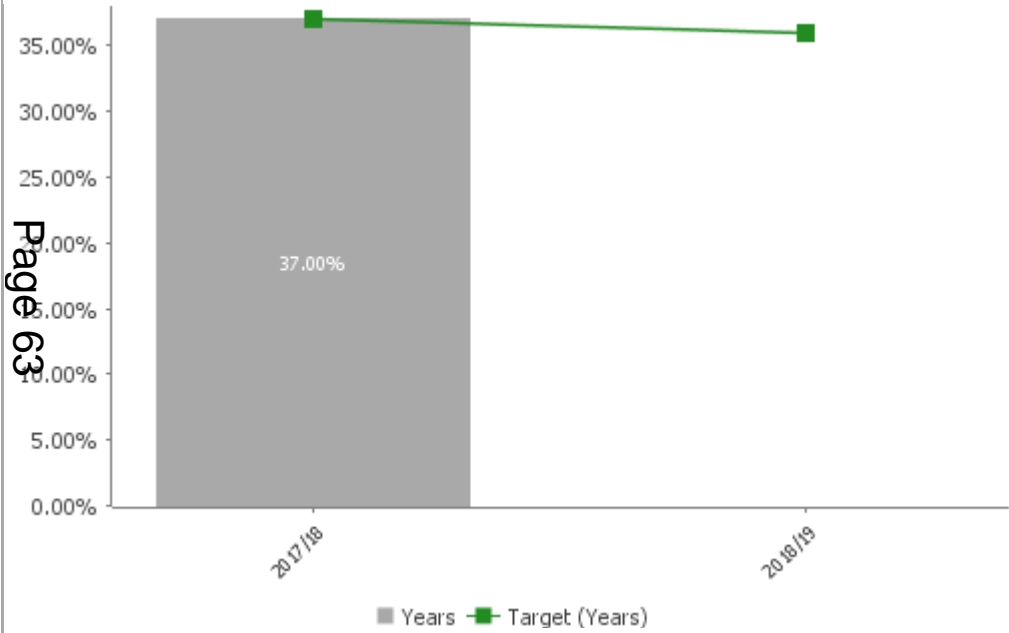
✓ Performance indicator M3.5 Fear of crime

This indicator relates to the reduced fear of crime within the Epping Forest District year-on-year. It is informed by the 'Public Views and Experience of Policing and Criminal Justice in Essex' annual survey (Essex Police).

<i>Is year-end target likely to be achieved?</i>	<i>Live from</i>	<i>Scrutiny</i>
● Not applicable	2018	CSC

<i>Manager</i>	<i>Good performance</i>	<i>Corporate or Partnership indicator</i>	<i>Annual trend</i>
Assistant Director - Community Services & Safety (CSS01)	Aim to Minimise	Partnership	?

Trend chart *Comments*



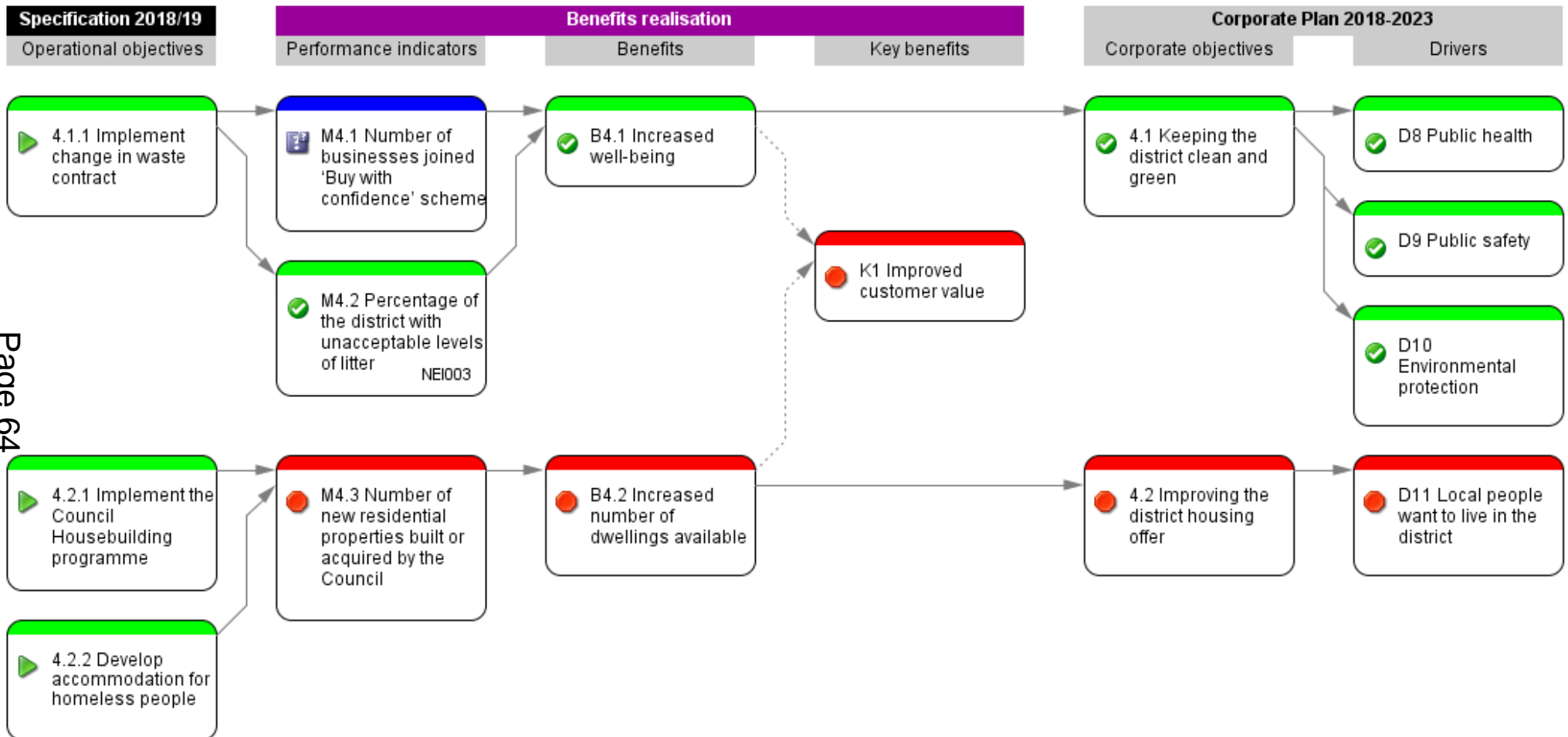
Q2 - Please note this is an annual indicator

Corrective action

2018/19		
Target	Value	Status
36.00%		

Aim 4 - Delivering effective core services that people want

Stronger places





Aim 4 Delivering effective core services that people want

Stronger places

To strive for a cleaner, greener and attractive District where people feel proud to live and work, as well as to ensure the District has homes and neighbourhoods which accommodate the needs of those who wish to live in the District – including homeless people.

Corporate objective 4.2 Improving the district housing offer



Epping Forest will be a district that has homes and neighbourhoods that are safe, decent and attractive and that can accommodate the needs of those who want to live in the district including homeless people.

Operational objective 4.2.1 Implement the Council Housebuilding programme

RAG	Description	Progress	Due date	Expected outcome	Scrutiny	Manager
	Implement the Council Housebuilding programme	50%	31-Mar-2019	Action Under Control	CSC	Assistant Director - Housing Property (CPY01)
Page 65	Q2 - No handovers were completed in Quarter 2 due to the ongoing contamination and drainage issues. An initial mobilisation workshop was held for the new members of the Framework Alliance during this period.					
	Q1 – Ph 2 (Burton Rd, Loughton) is due to complete in Dec. 2018. 5 of the 34 homes on 2 sites in Ph 3 are completed, with the remaining 29 homes due for completion on 5 sites between Jul. 2018 and Aug. 2019 – although issues have arisen at two of the sites that will now delay their completion. The newly-appointed consultants and contractors for Ph 4-6 are working collaboratively on an appropriate prog. of works and will price in due course.					

Projects & programmes P120 Council Housebuilding Programme

RAG	Description	Progress	Due date	Stage	Scrutiny	Manager
	To undertake a phased housebuilding programme within the District, using the '1-4-1' right-to-buy receipts and underutilised Council-owned land, to provide further social housing within the District for use by applicants on the Council's Housing Register, and involving the purchase of properties on the open market, as well as the purchase of affordable housing provided by developers under Section 106 Legal Agreements.	83%	12-Dec-2020	Implement	CSC	Senior Project Manager (Housing).

Operational objective 4.2.2 Develop accommodation for homeless people

RAG	Description	Progress	Due date	Expected outcome	Scrutiny	Manager
▶	Develop accommodation for homeless people	50%	31-Mar-2019	Action On Target	CSC	Assistant Director - Housing Property (CPY01)
	Q2 - ECD Architects went to tender to appoint the approved contractor for construction of the homeless pods to be situated at Norway House. We are looking at an estimated completion date of January 2019. In addition to extra security measures the hostel management team and members of the Housing Options team will be attending a Managing Conflict, Aggression and Lone working training course, tailored to meet their specific needs in the New Year.					
	Q1 - The contract for the supply and erection of the 3 modular units to accommodate 6 single homeless people at Norway House, North Weald (plus a modular store) is currently out to tender. Completion for the project is scheduled for December 2018.					

Projects & programmes P151 Homeless PODs

RAG	Description	Progress	Due date	Stage	Scrutiny	Manager
▶	To provide temporary accommodation for homeless households at a lower cost than either traditional built, permanent accommodation or placing such households in expensive bed and breakfast accommodation. The pilot scheme will assemble three pods at Norway House to accommodate six single, vulnerable, homeless persons.	52%	31-Jul-2019	Initiation	CSC	Senior Project Manager (Housing)

Performance indicator M4.3 Number of new residential properties built or acquired by the Council

To increase the level of Council housing in the District. To make better use of the Council's land to provide affordable housing.

Is year-end target likely to be achieved?

⚠️ Uncertain

Live from

2018

Scrutiny

CSC

Manager

Assistant Director - Housing Property (CPY01)

Good performance

Aim to Maximise

Corporate or Partnership indicator

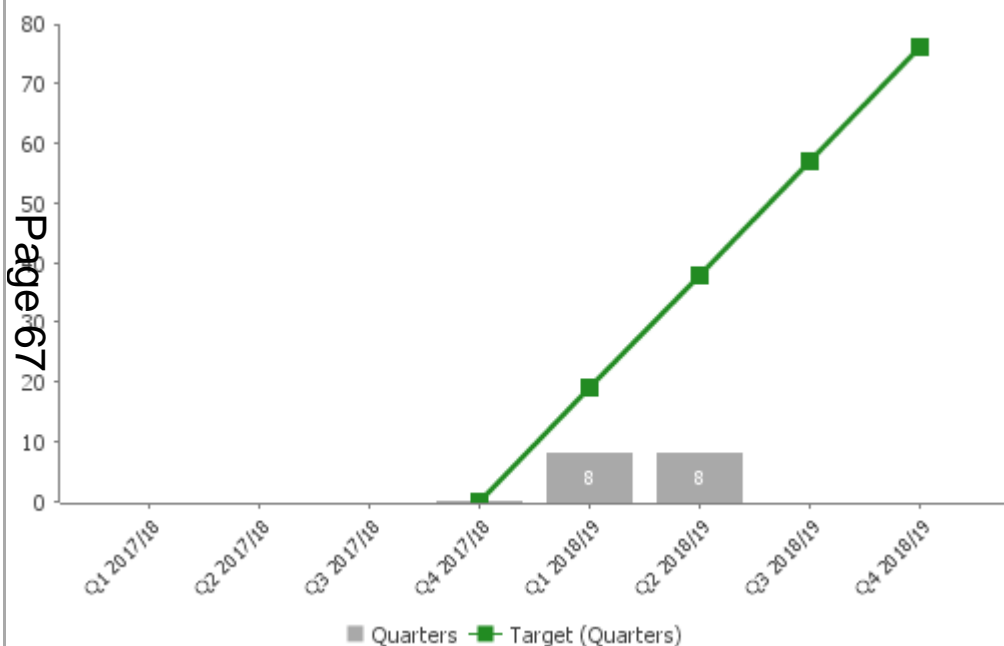
Corporate

Annual trend



Trend chart

Comments



Q2 - 0 houses completed in Q2
Springfield, Parklands and Centre Avenue:

- Legal issues relating to our statutory appropriation of land under the Town & Country Planning Act 1996
- Boundary issues which are being dealt with ongoing

 Centre Drive:

- Drainage issues

Q1- 8 sites were completed at Barnfields. We were due to complete on the following sites; Springfield, Centre Road, Centre Drive and Parklands.
 Stewards Green site: delays due to asbestos contamination at a late stage in the construction.
 Burton Road site – delays due to unexpected ground obstructions

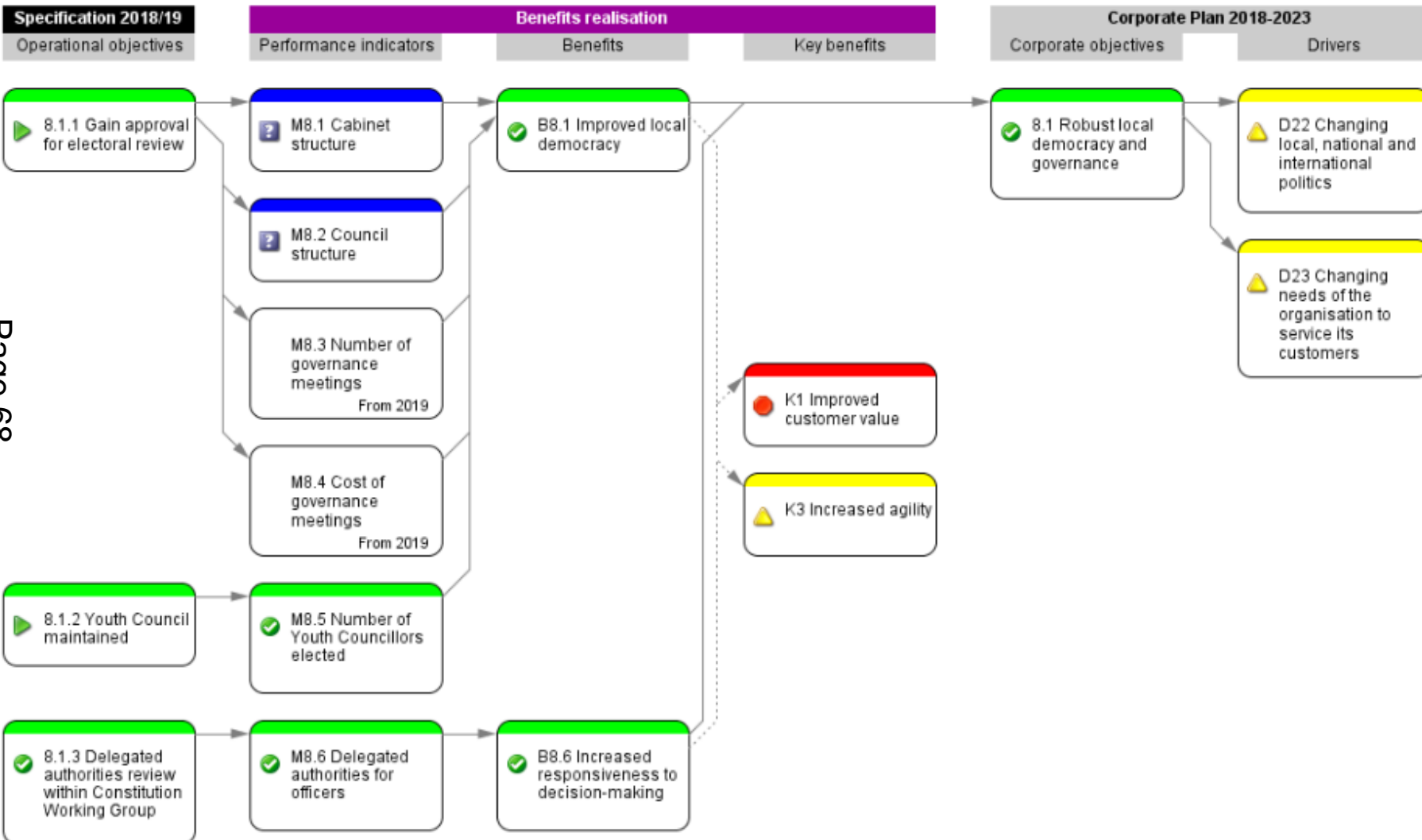
Corrective action

Q2 - Handover of the phase 3 site Parklands in Coopersale took place on 10th October. The contract to appoint a framework of new contractors for phases 4 onwards are currently with Legal for signing and sealing. Once this contract is in place the contractors will be conducting investigatory site visits after which remedial plans will be agreed to address the contamination and drainage issues experienced in phases 1 to 3.

Q1 2018/19			Q2 2018/19			Q3 2018/19			Q4 2018/19		
Target	Value	Status	Target	Value	Status	Target	Value	Status	Target	Value	Status
19	8	⚠️	38	8	⚠️	57			76		

▲ Aim 8 - Democratic engagement

Stronger council




 **Aim 8 Democratic engagement**


Stronger council

To ensure our decision-making processes are ready for the forthcoming changes at local, national and international level, and promote voter registration to give local residents a voice.

Corporate objective 8.1 Robust local democracy and governance

 The political landscape is going through changes at a Local, National and International level. Our decision making must be ready for these future developments.

Operational objective 8.1.2 Youth Council maintained

RAG	Description	Progress	Due date	Expected outcome	Scrutiny	Manager
	Youth Council maintained	25%	31-Mar-2019	Action On Target	CSC	Assistant Director - Community Services & Safety (CSS01)
	Q2 - Maintained. The Epping Forest Youth Council for 2018-20 is made up of 25 young people. 22 represent Braeside Independent School, Chigwell School, Davenant Foundation School, Debden Park High School, Epping St Johns School, The Ongar Academy, Roding Valley High School and West Hatch High School. In addition, there are 3 young people who reside in the district but go to school outside of the area and are represented on the Council as independents.					
	Q1 - New cohort of Youth Councillors elected and celebration event held to mark 10 year anniversary of the EFYC and youth voice in the district.					

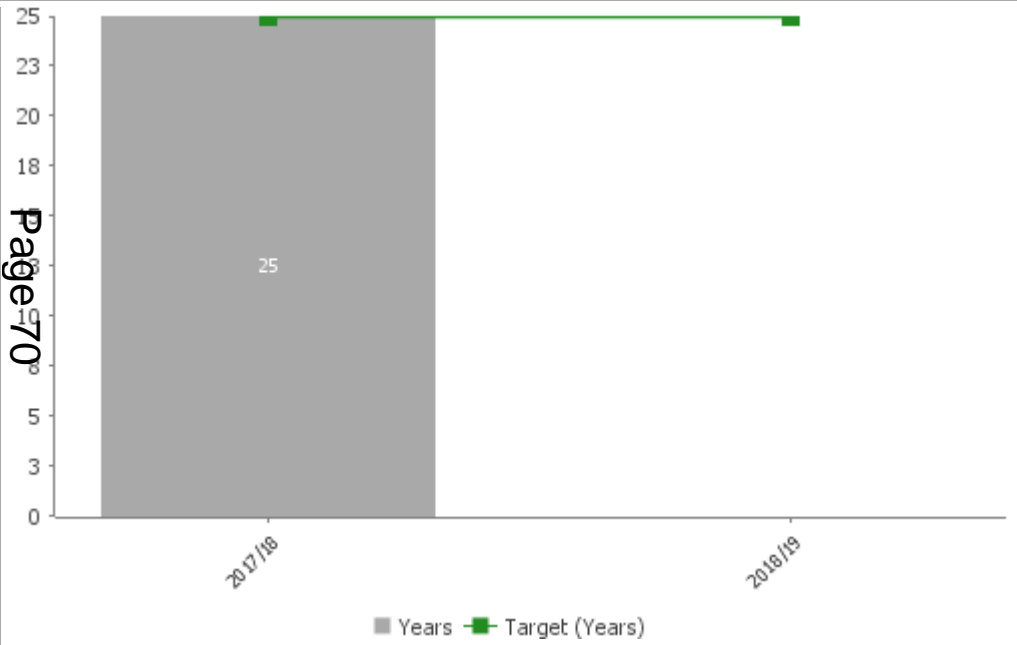
Performance indicator M8.5 Number of Youth Councillors elected

This indicator measures performance against the Council's objective to support young people to develop skills to maximise their employment potential.

<i>Is year-end target likely to be achieved?</i>	<i>Live from</i>	<i>Scrutiny</i>
● Not applicable	2018	CSC

<i>Manager</i>	<i>Good performance</i>	<i>Corporate or Partnership indicator</i>	<i>Annual trend</i>
Assistant Director - Community Services & Safety (CSS01)	Aim to Maximise	Corporate	↑

<i>Trend chart</i>	<i>Comments</i>
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Q2 - Please note this is an annual indicator

Corrective action

2018/19		
Target	Value	Status
25		

COMMUNITIES SELECT COMMITTEE

TERMS OF REFERENCE 2018/19

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.
10. To review relevant projects and associated closure and benefits reports arising from initiatives undertaken as part of the Council's Transformation Programme.

Chairman: Cllr H Whitbread

Communities Select Committee (Chairman – Cllr Holly Whitbread)

Work Programme 2018/19

Item	Report Deadline/Priority	Progress/Comments	Programme of Meetings
Standard (Periodic) Items			12 June 2018 04 September 2018 24 September 2018x 13 November 2018 15 January 2019 12 March 2019
(1) Performance against Housing Service Standards and Review (<i>Recommendations to Housing Portfolio Holder</i>)	June 2018 (Medium)	Completed - June meeting <i>(Housing Portfolio)</i>	
(2) Communities Key Performance Indicators (KPIs) – 2017/18 Out-Turn	June 2018 (Low)	Completed - June meeting <i>(Housing Portfolio)</i>	
(3) Progress with Key Actions for the Corporate Plan led by the Communities Directorate – 2017/18 Out-Turn	June 2018 (Low)	Completed - June meeting <i>(All Portfolios)</i>	
(4) 6-month Progress Report on implementation of the Ageing Population Study Action Plan	June 2018 (Low)	Completed - June meeting <i>(All Portfolios)</i>	
(5) 6-Month Progress Report on Annual Housing Strategy Key Action Plan 2017/18	June 2018 (Medium)	Completed - June meeting <i>(Housing Portfolio)</i>	
(6) Transformation – Project Closure Report – P010 Review of the Careline Monitoring Service	September 2018	Completed - September meeting	

(7) Communities Key Performance Indicators (KPIs) – Quarter 1	September 2018 November 2018 (Low)	Scheduled – for September meeting Re-scheduled for November meeting <i>(All Portfolios)</i>
(8) Attendance by Essex Police District Commander at next meeting - Discussion on issues to raise	September 2018 (Medium)	Completed - September meeting <i>(Safer Greener Transport Portfolio)</i>
(9) Presentation from Essex Police's District Commander on current policing and crime issues in the District	November 2018 (Medium)	<i>(Safer Greener Transport Portfolio)</i>
(10) Annual Report of the Community Safety Partnership	November 2018 (Medium)	<i>(Safer Greener Transport Portfolio)</i>
(11) New Housing Strategy Key Action Plan 2018/19	January 2019 (Medium)	<i>(Housing Portfolio)</i>
(12) Six-Month Review of the HRA Financial Plan 2018/19	November 2018 (High)	<i>(Housing Portfolio)</i>
(13) Communities Key Performance Indicators (KPIs) – Quarter 2	November 2019 (Low)	<i>(All Portfolios)</i>
(14) 6-month Progress Report on implementation of the Ageing Population Study Action Plan	January 2019 (Low)	<i>(All Portfolios)</i>

(15) HRA Financial Plan 2019/20	March 2019 (High)	<i>(Housing Portfolio)</i>
(16) Communities Key Performance Indicators (KPIs) – Quarter 3	March 2019 (Low)	<i>(All Portfolios)</i>
(17) Communities Performance Indicator Set for 2019/20	March 2019 (High)	<i>(All Portfolios)</i>
(18) Presentation of Business Plan – 2019/20	March 2019 (Low)	<i>(All Portfolios)</i>
Special (Planned) Items		
(19) Review of Homelessness Strategy <i>(Recommendations to Housing Portfolio Holder)</i>	June 2018 (High)	Completed – at June meeting <i>(Housing Portfolio)</i>
(20) Fire Safety Policy for residential Council properties	September 2018 November 2018 January 2019 (High)	Deferred – due to allow time for the presentation from Police Commander <i>(Housing Portfolio)</i>
(21) Six-month Progress Report on EFDC-funded police officers	January 2019 (Medium)	<i>(Safer Greener Transport Portfolio)</i>
(22) Options Report for the installation of sprinklers in sheltered housing schemes and homelessness accommodation <i>(Recommendations to Cabinet)</i>	January 2019 (High)	<i>(Housing Portfolio)</i>

(23) Review of the future use of sheltered/grouped housing scheme sites <i>(Recommendations to Cabinet / Housing Portfolio Holder)</i>	January 2019 (High)	<i>(Housing Portfolio)</i>	
Items added to Work Programme during the year			
(24) Report on outcome of LGA Peer Review of Museum Heritage and Culture Service	September 2019 (Low)	Completed - September meeting <i>(Leisure & Community Services Portfolio)</i>	
Planned Special Items for Future Years			
6-month Progress Report on EFDC-funded police officers	June 2019 (Medium)	<i>(Safer Greener Transport Portfolio)</i>	
6-month Progress Report on EFDC-funded police officers	January 2019 (Medium)	<i>(Safer Greener Transport Portfolio)</i>	