

ESSEX LOCAL AREA AGREEMENT

ACTION MONITORING SCHEDULE (AS AT 30 JUNE 2007)

LAA PRIORITY 3 - ENSURE DEVELOPMENT IS DESIGNED TO PROMOTE HEALTHIER LIVING IN THE BUILT ENVIRONMENT

Objective	Action	Target	Responsible officer	Resources required and source	Timescale for completion	Progress (30.6.07)
(1) To introduce Health Impact Assessments (HIAs) for larger planning applications	The LAA Lead has discussed this with the Essex Planning Officers Association (EPOA), and, as far as Epping is concerned, it is too late for us to have sought an alternation to our local plan to make reference to this, and therefore this will have to be brought in via the Local Development Framework (which we can't proceed further with until we learn the outcome of the Regional Plan, and in addition we have until 2009 to do this).	The introduction of Health Impact Assessments (HIA) for larger planning applications	Head of Planning and Economic Development	Currently unknown	By 2009	The Council's Local Development Framework is delayed pending the approval of the final version of the East of England Plan. In addition, the Department for Health is understood to be consulting on a different approach to the issue of Health Impact Assessments.
(2) To have a minimum of 3% lifetime homes by 2009	At the EPOA there was some debate as to what the Lifetime Homes Standard actually is, and this is probably still somewhat unclear, however, again we sought to make some alterations to our Local Plan. Unfortunately this was one of the few matters the Inspector did not go along with, subsequently again, we will have to go down the LDF route to bring these policies in by 2009.	The provision of a minimum of 3% lifetime homes across the district		Currently unknown	By 2009	The scheme standards for homes built using Housing Corporation funding incorporate some similar elements to those required by the Lifetime Homes Standard (LHS), however not all of the LHS standard is covered. In the absence of an Essex-wide policy requiring the LHS to be met, the provision of affordable housing built to Housing Corporation scheme standards is being used as a proxy measure. At present this council is the only authority in Essex to have an adopted a policy requiring any provision for homes conforming to the LHS.
(3) The number of new homes built to the Lifetime Homes Standard in each borough/district will be a minimum of 3% of annual completions by 2009.	(a) Alter the Epping Forest Local Plan, to require at least 10% of homes provided on new developments to be built to the Lifetime Homes Standard;	10% on all larger developments		None	July 2006	Head of Planning and Economic Development to report
	(b) Produce informal Planning Policy Guidance on the precise terms and timescales of implementing the requirements of the Altered Local Plan relating to Lifetime Homes.	N/A	From existing resources	December 2006	Head of Planning and Economic Development to report	

LAA PRIORITY 8 - KEEP VULNERABLE CHILDREN AND YOUNG PEOPLE SAFE

Objective	Action	Target	Responsible officer	Resources required and source	Timescale for completion	Progress (30.6.07)
(1) Increase the percentage of young people leaving care who are in accommodation that meets their particular support needs to 55.5%.	(a) Provide 37 bed spaces across the District for single homeless people and young people leaving care, through the Single Accommodation For Epping Forest (SAFE) Project;	At least 75% of young people leaving care in the District with an accommodation need to be housed by the SAFE project.	Head of Housing Services	Accommodation to be provided by Nacro Community Enterprises	December 2006	The SAFE Project continues to provide 37 bedspaces, and has good liaison arrangements with the Leaving and After Care Service. Between the Council and the SAFE Project, all young people leaving care and needing accommodation are assisted.
	(b) Investigate the feasibility of developing a foyer scheme within the District for young people, including young people leaving care, to provide accommodation, skills training and support.	If feasible and viable, to provide a scheme of at least 25 bedspaces, to increase to 90% the number of young people leaving care in the District with an accommodation need who are accommodated.		Feasibility to be undertaken by East Thames Housing Group and the Epping Forest Foyer Project	December 2006	East Thames Housing Group has undertaken a feasibility study, which established that a Foyer would only be viable (and would therefore potentially receive Supporting People grant) if in excess of 100 rooms was provided. Since this would be too large to sustain within the District, it has been agreed not to pursue this proposal any further.

LAA PRIORITY 10 - REDUCE CRIME, THE HARM CAUSED BY ILLEGAL DRUGS AND TO REASSURE THE PUBLIC

Objective	Action	Target	Responsible officer	Resources required and source	Timescale for completion	Progress (30.6.07)
(1) To reduce crime, the harm caused by illegal drugs and to reassure the public	(a) Implement Epping Forest Crime and Disorder Strategy 2005-08;	All targets within the Crime and Disorder Strategy and associated Action Plans	Head of Research and Democratic Services Crime and Disorder Reduction Partnership (CDRP), CDRP Co-ordinating Group and associated Action Groups	Safer Communities budgets and CDRP Home Office Safer Communities Funds	Various dates 1 April 2005 – 31 March 2008	In 2006/07 the CDRP has continued to improve its performance. In March 2007 the actual number of reported crimes was recorded at 5453, only 312 in excess of the Home Office 5141 target. The first quarter 2007/08 the CDRP are currently working to get ready for the implementation of the CDA Review. We are currently reviewing the purpose of all action groups and preparing Terms of Reference and Action Plans. There has been an improved performance across the District in comparison to last year, but the CDRP is still not attaining the target for 2007/08.
	(b) To prepare, monitor and coordinate the annual spending programme for the Safer Stronger Communities Fund block of the Epping Forest Local Area Agreement.	(a) To liaise with and ensure that all necessary financial returns are made to Essex County Council's LAA coordinating body; (b) To liaise with sponsors of all commissioned projects, ensuring project conditions are met and necessary returns submitted.	Head of Research and Democratic Services Crime and Disorder Reduction Co-ordinator	Safer Communities budgets	April 2007	2007/08 budget agreed, although there will be reduction of approx 8% of the revenue payment from the Safer and Stronger Communities Fund Block.
(2) To reduce the fear of crime through drug awareness, education and information	(a) To implement the Crucial Crew Scheme;	Carry out scheme	Head of Research and Democratic Services Crime and Disorder Reduction Co-ordinator, CDRP	Safer Communities budgets, CDRP Home Office Safer Communities Funds	June 2007	Event held during June 2007 at Gilwell Conference Centre, all schools in the district invited to attend. The event was very successful over 1359 children attended.
	(b) To publish a 'Junior Citizenship' booklet;	Obtain sponsorship to provide all attendees of Crucial Crew Scheme with Junior Citizenship booklet	Head of Research and Democratic Services Crime and Disorder Reduction Co-ordinator, CDRP	From Lifelong Learning Fund and local businesses in the district	June 2007	Funding achieved and booklets for each pupil attending supplied direct to schools

	(c) Knife crime reduction - BTEC students to design and produce a 10 minute documentary as to why young people carry knives and the risks involved;	10 minute documentary to be produced	Head of Research and Democratic Services Crime and Disorder Reduction Co-ordinator /Essex Police	Epping Forest College resources	July 2007	Two groups of students producing documentaries. A final documentary was presented to the Working Group. The Students have been nominated for a High Sheriffs Award
	(d) National Tackling Drugs Day (23.5.07).	Information event	Head of Research and Democratic Services Safer Communities Team/Essex Police	Epping Forest College resources	May 2007	Multi agency event held to illustrate the dangers of drink/drug driving. A multi-agency event was held at Epping Forest College to raise awareness amongst students.
(3) To reduce the fear of crime	(a) Graffiti Clearance;	Carry out graffiti clearance as necessary	Head of Research and Democratic Services Crime and Disorder Reduction Co-ordinator	Safer Communities Budget	Ongoing	Draft graffiti policy is currently going to Cabinet and consultation with Parish and Town Councils. The Safer Communities Team is also working with the Youth Offending Team using Community Service Orders across the district. A policy has been agreed in order to monitor the graffiti budget. The Environmental and Planning Scrutiny Panel will now be considering the Clean Neighbourhoods Act and the use of Defacement Removal Notices. The Council is also working in partnership with the Youth Offending Team whereby young people of Community Punishment Orders are carrying out graffiti clearance in the district.
	(b) Help the Aged Handyvan Scheme.	Provide and fit a range of security products in elderly peoples homes with no charge being made to those who meet Help the Aged criteria		Safer Communities budgets, CDRP Home Office Safer Communities Funds	Ongoing	The scheme is regularly promoted via local media and the Council's publications
	(c) Hate Crime Strategic Panel	Provide multi-agency training for reporting of Hate Crime and increase awareness		Safer Communities budgets, CDRP Home Office Safer Communities Funds	Ongoing	Training plan being developed ain consultation with Human Resources Unit.

(4) To reduce the impact of drug/alcohol use in the street	Drugs debris collection	Collect debris when necessary and reduce incidence	Head of Environmental Services	Environmental Services Budget	Ongoing	Street cleansing standards have improved across the district throughout 2006/07. The Head of Environmental Services is not aware of drugs debris being an on-going issue.
--	-------------------------	--	--------------------------------	-------------------------------	---------	---

LAA PRIORITY 11 - BUILD RESPECT IN COMMUNITIES AND REDUCE ANTI-SOCIAL BEHAVIOUR

Objective	Action	Target	Responsible officer	Resources required and source	Timescale for completion	Progress (30.6.07)
(1) Develop a working protocol with all relevant partners concerning Anti-Social Behaviour (ASB) issues. Protocol to include determining lead department on complaints received.	Consult with partners, examine best practice, produce draft protocol for debate, and implement agreed protocol	Implementation of written protocol	Head of Research and Democratic Services CDRP, Anti-Social Behaviour Network (ASBN) Group and Anti-Social Behaviour Co-ordinator	Safer Communities Budgets and CDRP Home Office Safer Communities Funds	End August 2007	All Registered Social Landlords now invited to attend problem-solving meetings at ASBN and Anti-Social Behaviour and Violent Crime Group. Meetings held regularly to address ASB issues within the district. The meetings develop tasking requirements of individuals or organisations and hold them accountable for those taskings being carried out. A written protocol is not required as all agencies work within the terms of reference of the groups
(2) Develop internal staff training programmes concerning latest ASB strategies to encourage a pro-active approach to ASB work within the Council.	(a) Determine best practice; (b) Consult with acknowledged experts; (c) Liaise with relevant Council departments concerning identified training needs; (d) Produce a rolling series of courses for staff.	Undertaking training programme		Safer Communities Budgets and CDRP Home Office Safer Communities Funds	End August 2007	Training is ongoing and the following subjects have been covered or are programmed for coverage before the end of 2007: <ul style="list-style-type: none"> • Statement taking (EFDC staff); • Police and Criminal Evidence Act interviewing under caution (EFDC staff); • National Intelligence Model (Councillors and senior management); • Role of CDRP and multi agency problem solving; • Dealing with Intelligence; • Domestic security surveys; • The law relating to Anti-Social Behaviour (Police Community Support Officers, EFDC staff, Registered Socials Landlords).

<p>(3) Develop a joint tasking strategy with Essex Police on the deployment of PCSO's. Obtain statistical return to monitor effectiveness.</p>	<p>(a) Liaise with District Commander, seek agreement, formulate tasking strategy and obtain Essex Police performance indicators for Police Community Support Officers (PCSOs);</p> <p>(b) Liaise with Essex Police to develop a system to identify Council led taskings;</p> <p>(c) Develop local arrangement for the handling of sensitive intelligence;</p> <p>(d) Liaise with Loughton DIU and develop intelligence packages regarding ASB to be disseminated to interested Council departments and Essex Police.</p>	<p>(a) Tasking pro forma drafted. Tasking results agreed as per Essex Police PI's. To be returned for each tasking;</p> <p>(b) Interested Council services to be notified. Strategy developed in line with Joint Service Agreement on PCSO's;</p> <p>(c) Local arrangement to be developed;</p> <p>(d) Briefing pack completed for target area Limes Farm. Will be updated as new offenders come on line.</p>	<p>Head of Research and Democratic Services</p> <p>Crime Reduction Co-ordinator, CDRP</p>	<p>Safer Communities Budgets and CDRP Home Office Safer Communities Funds</p>	<p>End December 2006</p>	<p>Actions completed</p>
<p>(4) Develop generic multi-agency approach to recurring seasonal ASB issues (i.e. Trick or Treat, fireworks)</p>	<p>(a) Examine best practice;</p> <p>(b) Consult with licensing;</p> <p>(c) Liaise and develop with CRO and Essex Police Problem Solver;</p> <p>(d) Approach Trading Standards regarding TP work on those businesses suspected of infringements;</p> <p>(e) Task PCSO's;</p> <p>(f) Involve Schools Liaison Essex Police.</p>	<p>Agreed multi-agency approach signed up to by individual partners</p>	<p>Head of Research and Democratic Services</p> <p>ASB Co-ordinator CDRP, ASBN Group</p>	<p>Safer Communities Budgets and CDRP Home Office Safer Communities Funds</p>	<p>End August 2007</p>	<p>Work to commence with Essex Police Youth Intervention Team to develop seasonal tool kits to tackle recurring problems. These teams have only recently been formed so this work is in early stages of development. Press articles have been drafted for some seasonal issues and posters developed for those members of the public who feel vulnerable. This is also used in conjunction with the Council's website to raise awareness. Work under way regarding illegal taxi touts pro-active operations with Essex Police have been carried out and more planned to identify and prosecute offenders.</p>

(5) Develop multi-agency approach to dealing with ASB issues	Secure attendance of housing association representatives at meetings, investigate implications for data sharing and agree protocols	Housing Associations to attend meetings. Protocol to be developed	Head of Research and Democratic Services ASB Co-ordinator, ASBN Group	Safer Communities Budgets and CDRP Home Office Safer Communities Funds	End August 2007	Joint site surveys carried out with Essex Police Crime Reduction Officer. Those emerging problem areas are visited and recommendations made concerning physical security and design. Tasking procedure agreed with Essex Police for PCSO's and NPT to be directed into emerging hotspots to gather intelligence, re-assure the public and reduce fear of crime. Joint Action Group set up with Essex Police to regularly review emerging hotspots and provide multi-agency approach to problem solving. System put in place by ASB Co-ordinator to protect and disseminate sensitive sources and intelligence to Essex Police Field Intelligence Officers for action when criminal offences are apparent. National Intelligence Model products used for problem solving ie crime pattern analysis, problem profiles, and target profiles. These provide clear audit trail and justification for various intervention methods which are then implemented.
(6) Implement an interim ASB recording database	(a) Liaise IT; (b) Implement Access database; (c) Liaise with Housing, Environmental Services and RSL's; (d) Develop system of recording data from all of above.	Interim ICT CRIS database installed 12.9.06 ASB Project Board database still in development	Head of Research and Democratic Services ASB Co-ordinator	Safer Communities Budgets and CDRP Home Office Safer Communities Funds	On-going	Interim ASB database in place but does not provide sufficient clarity, accuracy or detail for purpose. Paper records currently used. Safer communities will be moving to a custom built ASB database later in 2007. This database will also have the ability to analyse emerging ASB and crime trends providing the ability to accurately target problem areas. There will also be case management, ABC and ASBO tracking.
(7) Develop and implement the use of technology in gathering evidence of ASB	(a) Obtain and develop the use of CDRP CCTV; (b) Develop working policy on use; (c) Evaluate new equipment for suitability of use in ASB.	Agree working policy for use of CCTV and other technology in ASB cases	Head of Research and Democratic Services ASB Co-ordinator, CDRP, ASBN Group	Safer Communities Budgets and CDRP Home Office Safer Communities Funds	End August 2007	Purchase of 3G wireless CCTV systems at an advanced stage. Policy and procedure for implementing system has been written and is awaiting approval.
(8) Develop with partners a positive media strategy to promote CDRP effectiveness and reduce the fear of crime	(a) Liaise with Essex Police media officer for Epping Forest District; (b) Work with CDRP Co-ordinator to positively promote all partnership actions.	Development of media strategy	Head of Research and Democratic Services ASB Co-ordinator, CDRP, ASBN Group	Safer Communities Budgets and CDRP Home Office Safer Communities Funds	End August 2007	Ongoing

LAA PRIORITY 12 - ACTIVELY MANAGE OUR ENVIRONMENT

Objective	Action	Target	Responsible officer	Resources required and source	Timescale for completion	Progress (30.6.07)
<p>To reduce or limit the increase in size of Essex's ecological footprint</p>	<p>(a) Environmental Co-ordinator to work within the Council and the community to increase awareness of the issues;</p> <p>(b) Target fuel poor households by:</p> <ul style="list-style-type: none"> • Identifying households experiencing or at risk of fuel poverty and priorities them; • Endeavouring to develop partnerships where possible with other agencies to conduct Household energy surveys to map the fuel poor; • Mapping areas which are not supplied with main gas; • Undertaking household energy surveys to gather information regarding fuel poverty within the district; • Targeting suitable project developments at households/areas most at risk of fuel poverty. 	<p>To develop a programme of school visits, attendance at other local events to publicise environmental awareness etc</p>	<p>Head of Environmental Services</p> <p>Head of Planning and Economic Development</p>	<p>No additional resources required</p>	<p>Review progress at March 2007</p>	<p>A programme of school visits is in place and 12 visits have been undertaken so far, with presentations majoring on energy awareness and fuel poverty etc.</p> <p>A 'Green Fayre' was held in Buckhurst Hill in September 2006 and is to be repeated in 2007. The Environmental Co-ordinator is working with the Lea Valley Regional Park Authority to increase awareness of environmental issues as part of the authority's 40th anniversary events</p> <p>Awareness of environmental issues has been increased through the use of stalls in local markets displaying energy information in conjunction with the Care and Repair Agency, and through long-term displays at the Civic Offices. The Environmental Co-ordinator has worked with Essex Energy Efficiency Advice Centre to provide information and assistance to homeowners, so as to also assist in identifying fuel poor household.</p> <p>The Council and the Local Strategic Partnership have been successful in a bid for support from the National Energy Association (NEA) and will work with the NEA to organise a Fuel Poverty event in November 2007. This partnership will also work on setting up a fuel poverty referral system within the district. And to raise the profile of fuel poverty within the LAA.</p> <p>Energy surveys have been undertaken as part of the Council's Private Sector House Condition Survey.</p>
<p>To maximise recycling and composting of household waste</p>	<p>(a) To complete the implementation of the wheeled bin based waste management service;</p> <p>(b) To increase public awareness of the need to recycle more and throw away less.</p>	<p>(a) Wheeled bins across the district by the end of December 2006;</p> <p>(b) Achieve 30% recycling by March 2007 and 36% by March 2008</p>	<p>Head of Environmental Services</p>	<p>Basic resources in place, but subject to contractual review</p> <p>Additional resources provided for public awareness, new exhibition caravan</p>	<p>Roll out complete by 31 December 2006</p> <p>30% recycling by 31 March 2007</p> <p>New contract in</p>	<p>The implementation of Wheeled Bin arrangements across the district has been completed. The Council's recycling outturn for 2006/07 is 37.09%</p> <p>A system of weekly summer refuse collections has been introduced in response to local concerns.</p>

				<p>acquired and now ready for use</p> <p>More leaflets etc required which will require resourcing</p>	<p>place by November 2007</p> <p>36% recycling by 31 March 2008</p>	<p>The procurement of the Council's new waste management contract is completed with commencement on 5 November 2007. New contract includes provision for food waste collection and enhanced street cleansing standards. Once mobilisation issues have been dealt with, resources will be made available to increase education and information in order to maintain recycling performance.</p>
<p>Improve the cleanliness of and public satisfaction with Essex gateway areas</p>	<p>(a) Review the Environmental Protection Agency (EPA) category for gateway areas;</p> <p>(b) Re-explore the options for using Probation Service personnel for additional cleansing works.</p>	<p>(a) Increase public satisfaction levels and BV199 targets for gateway areas;</p> <p>(b) To establish a protocol with the Probation Service for routine provision of additional cleansing resources</p>	<p>Head of Environmental Services</p>	<p>(a) Dependant upon the outcome of the review;</p> <p>(b) None if wholly provide by Probation Service</p>	<p>Part of review of waste management contractual arrangements (by March 2007) Protocol in place by March 2007</p>	<p>The specification for the Council's new waste management contract contains enhanced standards for street cleansing beyond those required by the EPA Code of Practice.</p> <p>No progress has yet been achieved with regard to the establishment of a protocol with the Probation Service.</p>