



Essex County Council

# Essex Countywide Traveller Unit Joint Committee

<b>14:30</b>	<b>Thursday, 17 May 2018</b>	<b>Committee Room 1, County Hall, Chelmsford, CM1 1QH</b>
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**For information about the meeting please ask for:**

Matthew Waldie, Committee Officer

**Telephone:** 033301 34583

**Email:** [matthew.waldie@essex.gov.uk](mailto:matthew.waldie@essex.gov.uk)

## **Part 1**

(During consideration of these items the meeting is likely to be open to the press and public)

		<b>Pages</b>
<b>1</b>	<b>Welcome, Membership, Apologies, Substitutions and Declarations of Interest</b>	<b>5 - 5</b>
<b>2</b>	<b>Minutes and Matters Arising</b> To approve the minutes of the meeting of 15 November 2017 and to consider any matters arising not covered in the agenda.	<b>6 - 11</b>
<b>3</b>	<b>Finance update</b> To receive an update on resource and funding from Sarah Broadley/Lisa Nichols, Finance Business Partner (report attached), and to approve Membership Fees for 2019/20.	<b>12 - 16</b>
<b>4</b>	<b>Membership status</b> To receive a report from Steve Andrews, ECTU Manager, including the early notice of renewal requirement for April 2019.	

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|-----------|--|----------------|
| <b>5</b>  | <b>High level risk assessment</b><br>To receive a report from Steve Andrews, ECTU Manager.   | <b>17 - 17</b> |
| <br>      |  |                |
| <b>6</b>  | <b>Operations Performance Update</b><br>To receive a report from Steve Andrews, ECTU Manager,<br>on key issues, including: <ul style="list-style-type: none"><li>• Health</li><li>• Education</li><li>• Fire</li><li>• Unauthorised encampments - process/timing</li><li>• Communications/SPOCS - website update</li></ul> | <b>18 - 39</b> |
| <br>      |  |                |
| <b>7</b>  | <b>Transit site visit</b><br>To receive a report from Steve Andrews, ECTU Manager.   |                |
| <br>      |  |                |
| <b>8</b>  | <b>Police/GTRET update</b><br>To receive a report from the Police representative   |                |
| <br>      |  |                |
| <b>9</b>  | <b>ECTU consultation - draft summary of responses</b><br>To receive a report from Steve Andrews, ECTU Manager.   |                |
| <br>      |  |                |
| <b>10</b> | <b>Government consultation on powers for dealing with unauthorised development and encampments</b><br>To receive a report from Cllr Lissimore.   |                |
| <br>      |  |                |
| <b>11</b> | <b>Date of Next Meeting</b><br>To note that the next Committee meeting is scheduled for Tuesday 20 November 2018, at 10.00 am.   |                |
| <br>      |  |                |
| <b>12</b> | <b>Urgent Business</b><br>To consider any matter which in the opinion of the Chairman should be considered in public by reason of special circumstances (to be specified) as a matter of urgency.  |                |

### **Exempt Items**

(During consideration of these items the meeting is not likely to be open to the press and public)

To consider whether the press and public should be excluded from the meeting during consideration of an agenda item on the grounds that it involves the likely disclosure of exempt information as specified in Part I of Schedule 12A of the Local Government Act 1972 or it being confidential for the purposes of Section 100A(2) of that Act.

In each case, Members are asked to decide whether, in all the circumstances, the public interest in maintaining the exemption (and discussing the matter in private) outweighs the public interest in disclosing the information.

### **13 Urgent Exempt Business**

To consider in private any other matter which in the opinion of the Chairman should be considered by reason of special circumstances (to be specified) as a matter of urgency.

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All letters of representation referred to in the reports attached to this agenda are available for inspection. Anyone wishing to see these documents should contact the Officer identified on the front page of the report prior to the date of the meeting.

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All Council and Committee Meetings are held in public unless the business is exempt in accordance with the requirements of the Local Government Act 1972. If there is exempted business, it will be clearly marked as an Exempt Item on the agenda and members of the public and any representatives of the media will be asked to leave the meeting room for that item.

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## **Agenda item 1**

**Committee:** Essex Countywide Traveller Unit Joint Committee

**Enquiries to:** Matthew Waldie, Democratic Services Officer

### **Membership, Apologies, Substitutions and Declarations of Interest**

#### **Recommendations:**

To note

1. Membership as shown below
2. Apologies and substitutions
3. Declarations of interest to be made by Members in accordance with the Members' Code of Conduct

#### **Membership**

(Quorum: 4)

Councillor Sue Lissimore	Chairman
Assistant Chief Fire Officer Dave Bill	
Superintendent Steve Ditchburn	
Councillor Alan Ball	
Councillor Susan Barker	
Councillor Mark Durham	
Councillor Ricki Gadsby	
Councillor Rob Gledhill	
Councillor Paul Honeywood	
Councillor Godfrey Isaacs	
Councillor Michael Lilley	
Councillor Keith Parker	
Councillor Wendy Schmitt	
Councillor Susan Sullivan	
Councillor Mike Webb	

## Minutes of the meeting of the Essex Countywide Traveller Unit Joint Committee, held in Committee Room 1 County Hall, Chelmsford, CM1 1QH on Wednesday, 15 November 2017

### Present:

Cllr Sue Lissimore (Chairman)	Essex County Council
Cllr Ricki Gadsby (Vice Chairman)	Essex County Council
Cllr Alan Ball	Basildon Borough Council
Cllr Susan Barker	Uttlesford District Council
Cllr Mark Durham	Maldon District Council
Cllr Rob Gledhill	Thurrock Council
Cllr Paul Honeywood	Tendring District Council
Cllr Susan Sullivan	Chelmsford City Council
Asst Chief Fire Officer Dave Bill	Essex Fire Service
Chief Inspector Denise Morrissey	Essex Police

### Also present:

Steve Andrews	Essex County Council
James Cook	Essex County Council
Colin Batchelor	Braintree District Council
Tim Clark	Tendring District Council
Matthew Waldie	Essex County Council

### 1 Welcome and apologies for absence

The Chairman welcomed everyone to the meeting and noted that apologies had been received from Cllr Wendy Schmitt, Superintendent Darrin Tomkins (substituted by Chief Inspector Denise Morrissey) and Cllr Mike Webb.

### 2 Minutes and matters arising

The minutes of the meeting held on 15 June 2016 were approved as a correct record and signed by the Chairman.

### 3 Declarations of Interest

There were no declarations of interest.

### 4 Finance update

The Committee received a financial report from James Cook, Finance Business Partner, ECC.

Mr Cook pointed out that there had been several omissions from the paper circulated with the agenda and he confirmed that he would circulate a complete copy to members after the meeting.

He made several points:

- The forecast outturn for 2017/18 is £18,000, but that is based on the assumption that the increase provisionally agreed at the July meeting is collected
- In the draft budget going forward, a recommendation (omitted in the papers) is that a further 3% increase be put in place for the 2018/19 year
- This is a potentially volatile area, so certain assumptions have to be made - so it is assumed that the spending will remain similar. It is thought better to generate a surplus, to about £91,000 (ie three months of spend). This will take several years; and the question can be asked, on what to do about the surplus, at that point
- A breakdown of figures by district is included.

Various views were expressed in response:

- Each agency/district needs to be sure they are getting value for money
- The spending is directly related to activity; and the ratios being used are the same as when the scheme started, in 2012
- A three-month surplus mirrors that of parish councils and is quite reasonable. Once this level is reached, a view may be taken on what action should be taken
- In response to a query on whether this was a managed process - It is virtually impossible to predict activity; and the last increase was a reaction to the previous decision, to reduce contributions, which led to a shortfall. The inflationary increase is likely to be a regular event.

In conclusion, it was suggested that a review of the process would be beneficial at this stage.

With reference to the increase provisionally agreed at the June meeting, all those members yet to confirm their position were asked to do so as soon as they could.

With reference to the 3% inflationary increase referred to by Mr Cook, members agreed to this.

Access to Partner Resources.

Mr Andrews pointed out that partners may have resources available ie vehicles/plant, which could be used in enforcement action, thus saving the ECTU monies in hiring third party contractors.

Parish Council charging structure.

Mr Andrews raised the issue of whether parish councils should continue to be included in the membership structure of the Joint Committee, or should they have to join, each in its own right. After a brief discussion it was

agreed that the present arrangements should continue, as trying to deal with each parish council separately would be impracticable.

It was suggested that an article should be submitted to the Journal of the Essex Association of Local Councils, to raise awareness of the work of the ECTU.

**5 Membership status**

Mr Andrews reported no change in the membership of the Joint Committee: Epping Forest, Harlow and Southend still declined to join. Cllr Lissimore had been in dialogue with Epping Forest, but they remained content with their own approach to these matters.

**6 High level risk assessment**

Mr Andrews noted that there had been no further developments. The Committee noted the report.

**7 Operations performance update - key issues**

The Committee received an update from Steve Andrews.

Updated data will be circulated to the Committee within the next few days.

Fire safety:

- An updated fire safety leaflet is being well received by the traveller community
- A year of health and safety site group visits has proved to be successful and the intention is to continue into next year. (They are mostly outdoor events, held in spring and summer.)
- The Christmas safety campaign will be going out shortly
- Felsted fly tip - now cleared; looking into turning this into additional plots.

Public Health:

- The Traveller Health Needs Assessment is nearing completion; this will be the driver for future operations and targets
- Health Days seek to raise awareness of health matters and provide advice. Mr Andrews suggested that members should attend a day if possible and agreed to circulate the dates for 2018 when they are confirmed
- Material on mouth cancer is being distributed this month
- It was noted that this creates a crossover in activities with the County Council and Unitary health departments, which may impact the respective budgets. It was agreed that this issue should be addressed outside the meeting
- It was agreed that the report should be forwarded to the Health & Wellbeing Board.



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#### Education:

- There is nothing in particular to report; work continues on encouraging and helping children into education.

#### Unauthorised encampments

- Although numbers were initially high, there was a quicker drop off in September compared to previous years, with lower numbers currently. All known incidents are included in the figures and numbers given probably represent about 95% of incidents
- Numbers can fluctuate for various reasons - eg families responding to different local definitions of traveller, requiring them to be on the road for certain periods of time, the dispersal of families into smaller groups and the need for them to move on within seven days. the generally higher numbers are reflected as a trend across the eastern region
- Braintree has installed some 'defensive' structures, to restrict access, with some success; and this is reflected in the statistics. Cllr Lissimore drew attention to a similar approach by Colchester, with similar success. She suggested that the ECTU was in a very good position, in having significant knowledge and expertise and so being able to provide advice and assistance to those encountering problems
- The single protocol is still at an early stage
- It was noted that Harlow and Basildon had injunctions in place; these solve the problem in the immediate area, but move it on to the next weak link. A more coordinated Essex approach could help
- Essex Police's Gypsy Traveller Rural Engagement Team now consists of a sergeant and three PC's in place, with access to a fifth in busy times. Each is issued with body camera
- The development of a stand-alone website is progressing.

#### Training

- Training continued to be given, assisting those dealing with traveller issues in cultural and practical concerns. Particularly noted was the training given to health staff in hospitals, as travellers visiting A&E departments can create an unusual dynamic.

#### Police

- Concern was expressed over the role of the police and a certain lack of consistency shown. Chief Inspector Morrissey acknowledged there may have been some issues in the past; which had led to the new arrangements, with a sergeant and four officers working seven days a week, from 8.00 am to 10.00 pm. In response to a query on the publicity being given to these new arrangements, she confirmed that she would ask Paul Downes to find out after the meeting and

send on the details.

## 8 **Transit site update including GTAA impact**

The Committee received an update on Transit Sites. Mr Andrews informed Members that Accommodation Needs Assessment advice had confirmed that not many transit sites would be required; but the problem of finding a suitable location or locations remained.

It was suggested that it would be important to coordinate the launch of these sites across the whole of the county, to prevent consequent movement of groups into particular areas.

Also queried was the impact of current legislation's time limit of three months, which was unreasonable, as was the potential for confusion between different police forces. Mr Andrews added that the legal definition, in planning terms, did not help matters.

Cllr Lissimore pointed out that there were two principal issues here:

- the practical benefit of these sites to greater Essex
- the legal impact of such sites on the county.

## 9 **Parliamentary debate**

It was noted that a motion relating to Travellers had been put to the full meeting of Essex County Council on 10 October, in order both to raise awareness of issues and to draw attention to some more positive aspects. By coincidence, a parliamentary debate was held the night before and several Essex MPs contributed to the debate. Following on from this, there will be a consultation on these issues but it is not yet clear either the timeframe for this or who will be asked to contribute (eg whether representations will be expected from all districts or just from County Councils/unitaries, etc).

Several points were noted:

- If separate submissions were expected from individual authorities, they should ensure consistency of approach
- Certain legal aspects should be raised, eg the definition of "Highways Land", the three-month period for transit sites and the position in respect of planning regulations. Although a sensible approach must be taken in assigning responsibility for such activities as fly-tipping, current legal requirements made this difficult
- Travellers as a group do not form a separate entity, they are just like any other group of people and should be treated as such – subject to the same rules as everyone else
- Residents must be encouraged to help here, for example by not employing people to remove rubbish unless they have a relevant licence. The website could be useful here, providing information for residents and parish clerks and
- Information gathering is important and the Travellers Unit distributes

information when it can

- A press launch could raise these issues, with a relaunch in time for the new season in 2018. It is important to ensure Thurrock is included.
- It is important not to demonise the entire travelling community, many of whom are law abiding.
- As soon as further details are available, they will be passed on.

**10      The future of ECTU - discussion paper**

There is a need to ensure that the Unit is financially secure.

There is a need to carry out a review, the results of which will be presented at the meeting before the start of the season.

Consideration should be given to extending the services of the Unit, even if these require further resources.

**11      Date of next meeting**

The next meeting will take place at 10.00am on Tuesday 10 April 2018, County Hall, Chelmsford.

It was noted that, looking forward, April may not be a good time, because of potential local elections, but the importance of having a meeting shortly before the start of the season was also noted.

There being no further business the meeting closed at 11.49am

**Chairman**

**Essex County Wide Traveller Unit Operations Board 9 May 2018**

**Report by Sarah Broadley, Finance Business partner**

**Finance Report for the Essex County Wide Traveller Unit**

**Enquiries to Sarah Broadley,  
ECC Finance Business Partner  
Tel: 07795 551630**

<b>Purpose</b>	
<b>1.</b>	To receive the 2017/18 outturn position
<b>2.</b>	To receive the budget for 2018/19 and note the proposed budgets for 2019/20 and 2020/21
<b>3.</b>	To note the proposed 2019/20 Membership Fees and <b>Decision Required – To approve Membership Fees for 2019/20</b>
<b>4.</b>	To note the amount of reserves
<b>5.</b>	Reasons for maintaining a reserve
<b>6.</b>	To note the ECC internal Audit costs that have been charged

## 1. 2017/18 Outturn Position

	2017/18 Budget	2017/18 Actuals	2017/18 Variance
<b>Expenditure:</b>			
Employees	£248,711	£253,602	£4,891
Supplies & Services	£104,403	£83,372	-£21,031
Transport & Mileage	£20,233	£20,750	£517
<b>Gross Expenditure</b>	<b>£373,347</b>	<b>£357,724</b>	<b>-£15,623</b>
<b>Income:</b>			
Partner Contributions	-£384,655	-£409,113	-£24,458
<b>Gross Income</b>	<b>-£384,655</b>	<b>-£409,113</b>	<b>-£24,458</b>
<b>Net Expenditure (Surplus) / Deficit</b>	<b>-£11,308</b>	<b>-£51,389</b>	<b>-£40,081</b>

The Essex Countywide Traveller Unit 2017/18 outturn position is a net surplus position of £51,389, a favourable variance compared to budget of £40,081. This is caused by the following:

- £21,031 underspend on Supplies and Services due to lower than forecast spend on Legal and Bailiff costs. This is as a result of a reduced number of unauthorised encampments during the year.
- £24,458 over recovery of income due to a one off contribution to the unit from Essex County Council's Highways service. This was a one-off unbudgeted contribution made by the Highway service to reflect the high volume of unauthorised encampments on Highways land.

The year-end underspend position has bought the reserve from a deficit position at the closure of the 2016/17 accounts of £26,462 to a surplus of £24,927 at the close of the 2017/18 accounts.

## 2. Budget for 2018/19 and proposed budget for future years

	2017/18 Budget	2018/19 Budget	2019/20 Draft Budget	2020/21 Draft Budget
<b>Expenditure:</b>				
Employees	£248,711	£248,711	£251,198	£258,734
Supplies & Services	£104,403	£107,535	£110,761	£114,084
Transport & Mileage	£20,233	£20,637	£20,843	£20,843
<b>Gross Expenditure</b>	<b>£373,347</b>	<b>£376,882</b>	<b>£382,802</b>	<b>£393,660</b>
<b>Income:</b>				
Partner Contributions	-£384,655	-£396,194	-£401,335	-£407,355
<b>Gross Income</b>	<b>-£384,655</b>	<b>-£396,194</b>	<b>-£401,335</b>	<b>-£407,355</b>
<b>Net Expenditure (Surplus) / Deficit</b>	<b>-£11,308</b>	<b>-£19,311</b>	<b>-£18,533</b>	<b>-£13,695</b>

The 2019/20 draft budget assumes the following:

- 3% membership fee increase (and a 1.5% increase in 2020/21), to try to reinstate the reserve to a more healthy position
- 1% increase for Employee and Transport budgets
- 3% Increase for supplies & services

## 3. Proposed 2019/20 Membership Fees

The table below presents 3 options for members.

Option 1 - the 2019/20 draft budget has been calculated using Option 1 (preferred option) which is a 3% increase on the 2018/19 fee. This results in an annual increase per District / Borough member of £240. **This is the recommended option and a decision is required from the Joint Committee to approve the membership fees for 2019/20.**

Option 2 is a 1.5% increase and results in an increase of per District / Borough member of £120

Option 3 is a 2% increase and results in an increase per District / Borough member of £160

There is no proposal to increase the Essex County Council Gypsy & Traveller contribution as Essex County Councils contribution to the ECTU increased by more than £80,000 in 2017/18. There is also no proposal to increase the Essex Fire & Rescue contribution

Organisation	2018/19 Fee (Approved at the November 2018 Joint Committee meeting)	OPTION 1 Proposed 2019/20 Fee (3% Increase)	OPTION 2 Proposed 2019/20 Fee (1.5% Increase)	OPTION 3 Proposed 2019/20 Fee (2% Increase)
<b>Essex County Council:</b>				
ECC - Gypsy & Traveller	£201,268	£201,268	£201,268	£201,268
ECC - Highways	£7,989	£8,229	£8,109	£8,149
Public Health	£59,246	£61,023	£60,135	£60,431
Essex Property & Facilities	£7,989	£8,229	£8,109	£8,149
Country Parks	£7,989	£8,229	£8,109	£8,149
<b>Total ECC</b>	<b>£284,480</b>	<b>£286,977</b>	<b>£285,729</b>	<b>£286,145</b>
<b>Essex Fire and Rescue</b>				
	<b>£23,842</b>	<b>£23,842</b>	<b>£23,842</b>	<b>£23,842</b>
<b>Districts / Boroughs &amp; Unitary:</b>				
Uttlesford District Council	£7,989	£8,229	£8,109	£8,149
Thurrock Council	£7,989	£8,229	£8,109	£8,149
Rochford District Council	£7,989	£8,229	£8,109	£8,149
Maldon District Council	£7,989	£8,229	£8,109	£8,149
Colchester Borough Council	£7,989	£8,229	£8,109	£8,149
Tendring District Council	£7,989	£8,229	£8,109	£8,149
Basildon Borough Council	£7,989	£8,229	£8,109	£8,149
Castlepoint Borough Council	£7,989	£8,229	£8,109	£8,149
Braintree District Council	£7,989	£8,229	£8,109	£8,149
Brentwood Borough Council	£7,989	£8,229	£8,109	£8,149
Chelmsford District Council	£7,989	£8,229	£8,109	£8,149
<b>Total Districts/Boroughs/Unitary</b>	<b>£87,875</b>	<b>£90,515</b>	<b>£89,197</b>	<b>£89,637</b>
<b>Total Subscriptions</b>				
	<b>£396,198</b>	<b>£401,335</b>	<b>£398,768</b>	<b>£399,624</b>

#### 4. Balance Sheet – Reserves

Should the 2019/20 (3%) increase to membership fees and 2020/21 (1.5%) increase be approved, it could have the following effect on reserves:

Balance Sheet: General Balance	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Opening Balance (Surplus)	-£83,620	-£66,798	£26,462	-£24,927	-£44,238	-£62,771
Net Outturn position (Surplus)	£16,822	£93,260	-£51,389	-£19,311	-£18,533	-£13,695
Closing Balance (Surplus) / Deficit	-£66,798	£26,462	-£24,927	-£44,238	-£62,771	-£76,466

#### 5. Reasons for maintaining a reserve

Balances are required to protect the Joint Committee from a significant event(s) which would have a material effect on income or expenditure. The reserve acts as a 'buffer' for such events and the need for a reserve is supported by the level of legal and bailiff costs that were incurred in 2014/15 £38,000, 2015/16 £48,000, 2016/17 £62,678 and 2017/18 £107,000

#### 6. ECC internal Audit costs that will be charged

£900



**BUSINESS RISK ASSESSMENT**

RISK ASSESSMENT COMPLETED

DATE

Reviewed and updated 19 May 2016

FUNCTION / SERVICE / TEAM      formal commitment

PROJECT / PROGRAMME (if appli Joint Committee high level risks

Risk No.	Details of Risk Event	Cause / Triggers	Impact / Consequences	Review period	Current Assessment of Risk			Risk Owner	Mitigation Approach	Mitigating Actions / Controls	Review period	Control Owner	Controlled Assessment of Risk		
					Current controls in place				Treat Tolerate Transfer Terminate				With ALL controls in place		
					Impact	Likelihood	Risk Rating						Impact	Likelihood	Risk Rating
1	Unable to deliver on partner outcomes.	Demand for service outstrips resource including business support, and outreach.	Partners withdraw from service		4	4	16	SA	Treat	Ensure additional resource is funded/recruited if req		SA	3	1	3
2	Insufficient funding to deliver service	High demand on chargeable resource legal and external agencies	Part or all of the service will stop delivering		6	2	12	SA	Treat	Prioritise and reduce service levels in liaison with partners		SA			
										Ensure resource available to manage encampments and where possible negotiate departures		SA			
										Access reserve where necessary		Partners			
										Seek additional member contribution to offset increased costs where necessary		SA			
										Secure new partners		SA			
3	ECTU perceived as not delivering expected service by stakeholders, lack of robust controls by ECTU.	Politicians / members of the public do not understand the service provided by ECTU and powers available to us.	Reputation loss, pressure for partners to break away. Service is no longer viable		5	3	15	SA	Treat	Inform members of service/regular comms and unit and cultural awareness training		SA	4	1	4
										Ensure SPOCs are informed to help manage expectations of stakeholders		SA			
										Comms strategy/press releases for wider stakeholders		SA			
										Potential development of service for private landowners		SA			
										Ensure robust administration of powers via process/audit		SA			
4	Negative public / member opinion of the Gypsy/Traveller Community based on the publicity/actions of the minority, is applied to the community as a whole	Negative behaviour of small number of Traveller families receiving high profile attention. The majority of the Traveller population who are normal law abiding residents, are not considered.	Increase tensions, Travelling families treated unfairly, encourages negative behaviours		5	3	15	SA	Treat	Education of Members, public on the true picture and culture		SA	3	3	9
										Good news stories in the media		SA			
										Improved web site/information resource for general access		SA			
										Address ill informed / derogatory / racist comments / communications quickly, honestly and robustly		SA			

# ESSEX COUNTYWIDE TRAVELLER UNIT: Operations/Performance Update – 9th May 2018



## Current performance against strategy / action plan

### Fire Safety

This is a sample of the ongoing activities carried out on behalf of EFRS.

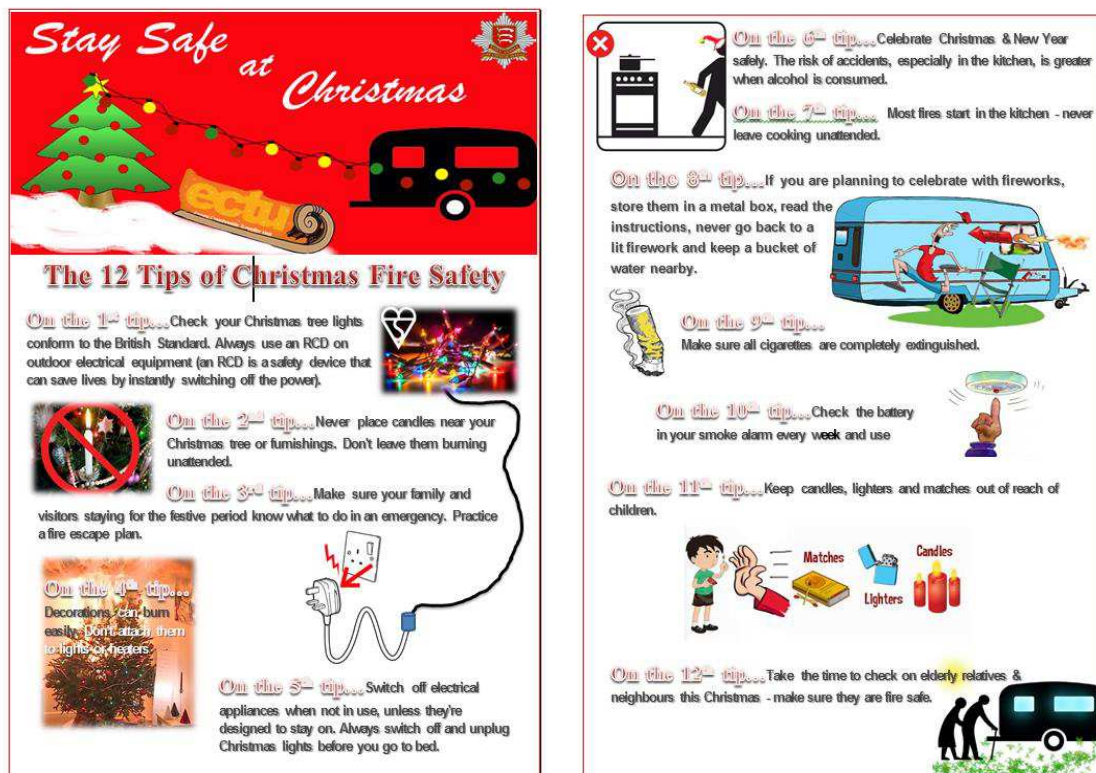


### Stay safe at Christmas

The Traveller Community are keen exponents of external Christmas decorations /lighting and internal lighting including naked flame candles. This can represent a very high risk in the caravan site environment. We therefor took the base message for Stay Safe at Christmas from the EFRS web site to generate a Traveller Friendly awareness promotion – The 12 tips of Christmas Fire Safety. This is graphically led to address the literacy issues in the community, was posted in site offices as an A3 poster -



And handed out as a double sided A4 flyer.



This poster was circulated to all site offices and over 250 families were in receipt of the A4 leaflet.

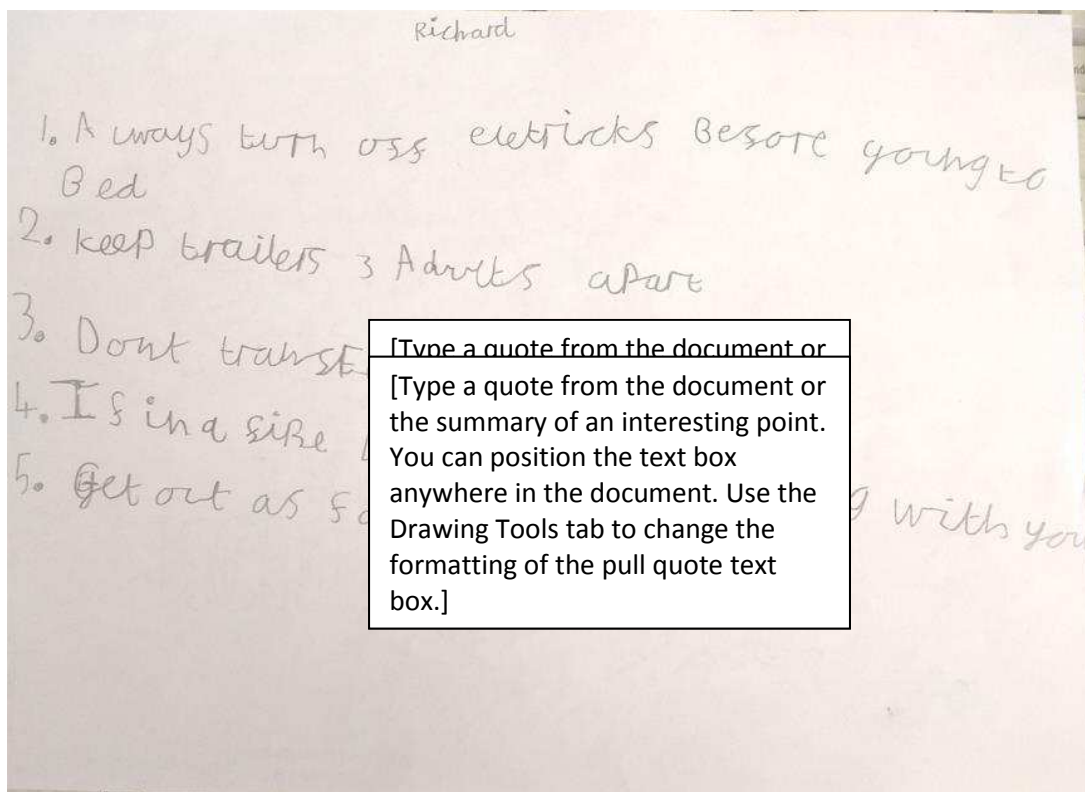
## Fire safety awareness training in schools – Crays Hill Primary

Members of the outreach team delivered a fire safety awareness day/training to all of the children at the school. The children are almost exclusively Irish Traveller Children from the Oak Lane/Dale Farm sites.

The training was delivered in such a way as to make it interactive and fun for the children. With the help of the teaching staff, they brought the fire distance illustration to life.



At the end of the session, the children were given some picture to colour in, and then to write on the back some of the key things they had been taught.



There was an unhealthy interest from the older children on the issues of playing with fireworks, which will be referred back EFRS for some follow up training.



We are also in the process of finalising the dates / locations for the Health and Fire Safety Days on site. This continues to be popular with the Travelling community, and an ideal vehicle to deliver key messages to the community reference their health and safety.

<b>Site</b>	<b>District</b>	<b>Date</b>
<b>Hovefields</b>	Basildon	Wednesday 23 <sup>rd</sup> May 2018
<b>Elizabeth Way</b>	Harlow	Wednesday 30 <sup>th</sup> May 2018
<b>Oak Lane</b>	Basildon	Wednesday 20 <sup>th</sup> June 2018
<b>Severalls</b>	Colchester	Wednesday 27 <sup>th</sup> June 2018
<b>Meadgate – Nazing</b>	Epping Forest	Wednesday 4 <sup>th</sup> July 2018
<b>Fernhill</b>	Harlow	Thursday 12 <sup>th</sup> July 2018

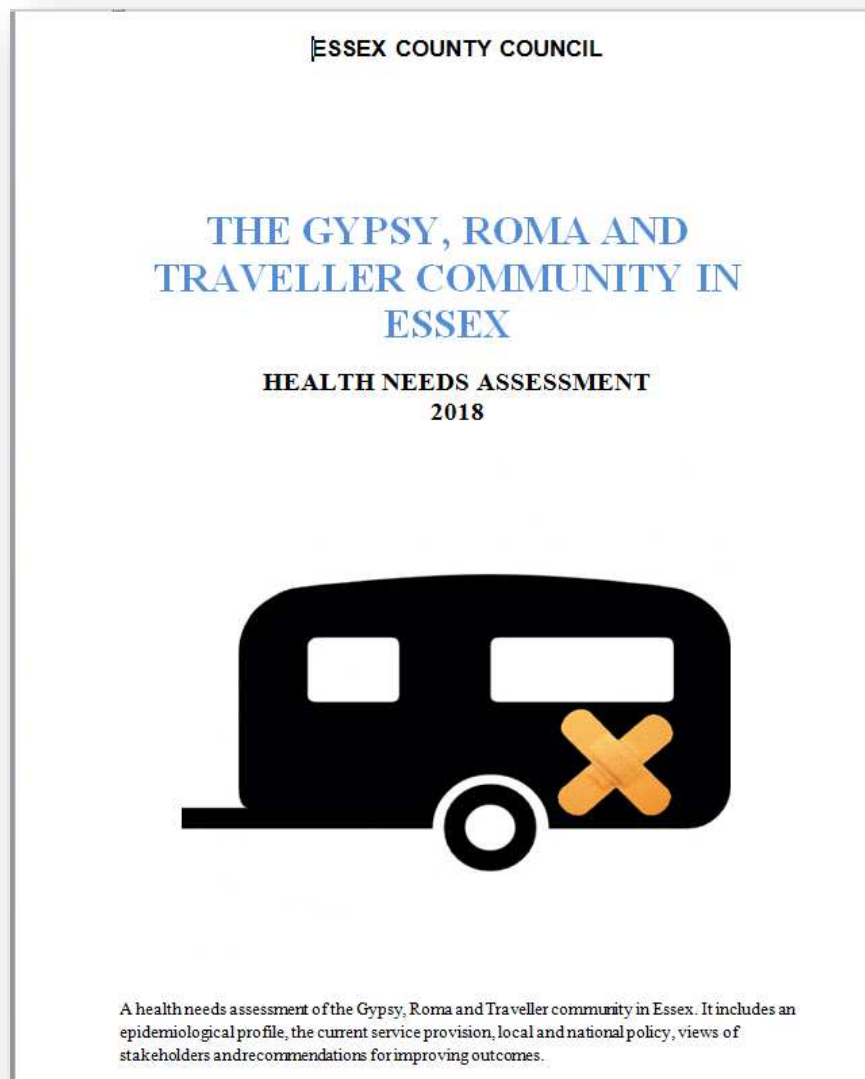
## Fire Safety - Performance

Objective	Scope	Target measure	Target	Timescale / Report period	Total for report period	Performance for Report period	Time scale
<b>Home fire safety Visit</b>	Approx 400 homes	% of total homes	70%	June 17 to March 18	<b>94</b>	<b>75%</b>	Mar 18
<b>Smoke Alarms issue</b>	Approx 400 homes plus roadside	% of complete HFSV	70%	June 17 to March 18	<b>40</b>	<b>75%</b>	Mar 18
<b>Site Fire Safety Visits</b>	<i>Approx 241 Sites*</i>	% of total sites	75%	June 17 to March 18	<b>47</b>	<b>78%</b>	Mar 18
<b>Provide settled sites data Sheets</b>	<i>Approx 241 Sites*</i>	% of total sites	50%	June 17 to March 18	<b>127</b>	<b>53%</b>	Mar 18
<b>No campaigns this period</b>	County wide	% of total Homes	50%	June 17 to March 18	<b>1 campaign</b>	<b>62%</b>	Ongoing
* Site count increase from 174 to 241 following including of latest GTAA data							

# Public Health

## Essex Traveller Health Needs Assessment

The final document has now been published



This 97 page document was published in February 2018 following extensive works/consultation in 2017.

## **The primary recommendations arising are**

- Increased awareness around a healthy lifestyle and preventing ill health should be encouraged further and expanded. For example preventing smoking harm and cessation advice should be focussed goals. Similar associations can be made between poor lifestyle habits and long term health. Some of this could potentially be facilitated by members of the Traveller community. It is important to make it positive and proactive; and consider women an important group to recruit first.
- Consider ways to provide easy to access and accurate information on health conditions and common illnesses to help Travellers look after themselves and their families, and to access the services they are entitled to.
- Encourage the use of general NHS services such as 111. Providing information about social and health services available to reduce the reliance on GPs or A&E.
- Consider ways to focus on the health needs of Traveller children, and helping them understand the value of preventative measures in improving and maintaining good health. A good way to do this might be via primary schools.
- Encourage increased awareness and collaboration between professionals and organisations that work with Travellers, eg local authority site managers, health visitors and primary care staff.
- Raising the priority of good health for Travellers amongst groups that are involved with these communities, for example, Essex County Council and local CCG's.
- Develop a strategic and systematic Traveller health and healthcare outcomes work strand for ECTU to implement, with help from the various other key local stakeholders.

New strategy / targets for ECTU to be developed as a result. Until implemented, the statistics in this report will continue with the existing parameters.



## Additional campaigns

In addition to the one to one outreach work, we adopted 2 x campaigns for delivery to the Traveller Community.



**A smear test  
lasts 5 minutes.**

**The impact of cervical cancer**

2 Women lose their lives to the disease every day

9 Women diagnosed with cervical cancer every day

75% can be prevented by cervical screening

Call our helpline:  
**0808 802 8000**

**Smear test overdue?  
Book yours today**

Find us online:  
[jostrust.org.uk](http://jostrust.org.uk)

29-28 J...  
Cervical Cancer Preven...  
Jostr...

ectv  
East of Cheshire Traveller Unit



**THERE'S NEVER BEEN  
A BETTER TIME TO  
STOP SMOKING**

For free advice and support,  
on stopping smoking,  
search 'Smokefree'.  
or go to  
[www.nhs.uk/smokefree](http://www.nhs.uk/smokefree)

**BECAUSE THERE'S ONLY  
ONE YOU**

Public Health  
England

ectv  
East of Cheshire Traveller Unit

Health									
Objective	Sub objective	Scope	Target measure	Target	Timescale / Report period	Performance at previous reporting period	Performance for Report period	Time scale	Comments
Facilitated to received primary Immunisation		Unknown	No.	50	Nov 17 to March 18	40	0	Mar 18	Total 40
Facilitated to receive the flu jabs		Unknown	No.	150	Nov 17 to March 18	216	0	Mar 18	Total 216
Report known pregnancies on site and link to anti natal , stop smoking etc		Unknown	na	na	Nov 17 to March 18	9	6	Ongoing	Total 15
Identified Long Term Condition		Unknown	No.	25	Nov 17 to March 18	22	3	Mar 18	Total 25

## Health cont.

Objective	Sub objective	Scope	Target measure	Target	Timescale / Report period	Performance at previous reporting period	Performance for Report period	Time scale	Comments
<b>Number confirmed/assisted to register with GP</b>	Permanent	Unknown	No	40	Nov 17 to March 18	134	52	Mar 18	<b>Total 186</b>
	Temporary	Unknown	No	na	March 18	6	0	Mar 18	Total 6
<b>Number confirmed/assisted to register with Dentist</b>	Permanent	Unknown	No.	50	Nov 17 to March 18	11	18	Mar 18	<b>Total 29</b>
	Temporary		No.	na	March 18	0	0	Mar 18	
<b>Number referred to stop smoking/alcohol and healthy eating, and Child Safety etc</b>		Unknown	No.	50	Nov 17 to March 18	86	<b>37</b>	Mar 18	<b>Total 123</b>
<b>Ad hoc Campaigns – Mouth cancer</b>		Unknown	No.	50	Nov 17 to March 18	0	<b>100</b>	Mar 18	<b>Total 100</b>
<b>Cervical Smear</b>		Unknown	No.	30	March 18	0	<b>30</b>	Mar 18	<b>Total 30</b>

**There is a lot of support/signposting carried out by the outreach team which is not reflected in the above reporting, including direct support to Health Visitors, referrals for specialist support ie Speech and Language , direct support in making and attending medical appointments, mental health referrals, support in obtaining disability aids etc.**



## Education

Traditionally, the work around education is through supporting members of the Traveller community in accessing/maintaining education from pre-school through to vocational training/apprenticeships and adult learning.

This is reported in statistical terms, which does not reflect the levels on of work/input required from the unit. The following case studies go some way to giving a better indication of the work involved:-

**Case study 1** - working with a family regarding withdrawal of EHCP (education health care plan), which would have resulted in a year 10 girl having her one to one tuition withdrawn or considerably reduced hence impacting on her ability to continue successfully with her GSCE's. We have worked with school and SEND together with the family and also referred for support to families in focus, to support in appeal. We coordinated a meeting in school prior to appeal and following this SEND overturned its decision prior to appeal, resulting in support being continued at the same level.

**Case study 2** – A family new to the area, we made applications to primary for four children, they started but after only one day, there appeared to be problems, the mother withdrew the children because of an apparent break down in relationship with the school. We liaised between the family and the school, and the family after travelling for a short time, returned to the area and the mother agreed to try again with sending the children into the school. We have liaised with the school to arrange to attend and discuss any issues going forward.

**Case study 3** - currently working to get one young person into college for September. He has learning difficulties and we have had to liaise with SEND as his statement was never transferred onto an EHCP, I am hoping to support the family in reapplying for EHCP so that he can attend the course, he has been out of formal education since year 10.

**Case study 4** – we are supporting a year 11 pupil who has been home educated and has special educational needs, to make application to college for September to study hair and beauty, I have liaised with SEND and will be arranging to accompany the young person to any appointments re admission and discussing provision for her needs.

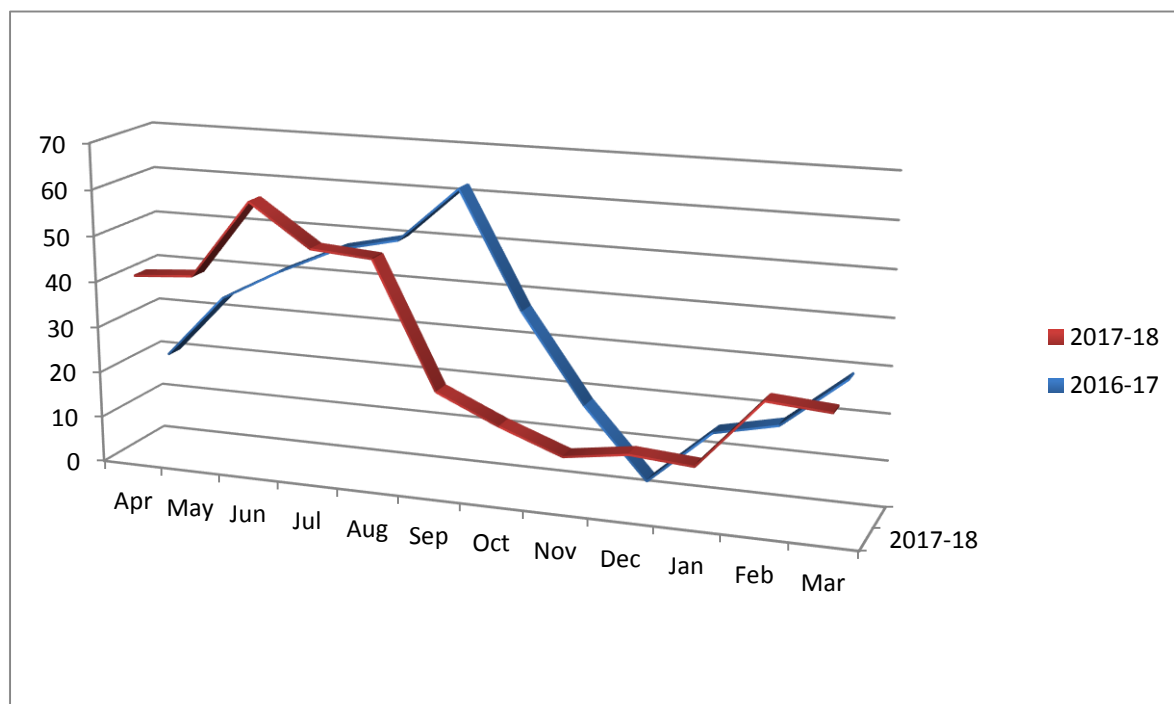
## Education

Education								
Objectives	Scope	Target measure	Target	Timescale / Report period	Performance at previous reporting period	Performance for Report period	Time scale	Comments
Number of Children supported into pre-school /school 2 – 16	unknown	No.	150	Nov 17 to March 18	189	99	Mar 18	<b>Total 288</b>
Number of children transferring from primary to secondary	unknown	No.	15	Nov 17 to March 18	14	0	Mar 18	<b>Total 14</b>
Number of young adults supported into further education	unknown	No.	15	Nov 17 to March 18	7	2	Mar 18	<b>Total 9</b>
Number of transport applications Supported	unknown	No.	40	Nov 17 to March 18	65	<b>22</b>	Mar 18	<b>Total 87</b>
Number of 2 year olds funded applications supported	unknown	No.	40	Nov 17 to March 18	85	<b>3</b>	Mar 18	<b>Total 88</b>

There is a lot of additional work that goes on around education in terms of supporting meetings at schools, supporting with uniform issues, bullying issues, attendance meetings and home education.

# Unauthorised encampments

Although the number of encampments took an earlier seasonal dip from Sept 2017 through to November 2017, the dip did not continue to previous years' level and has picked up to more seasonal levels. This has resulted on an annual total of 361 – just 13 short of the previous years' total.

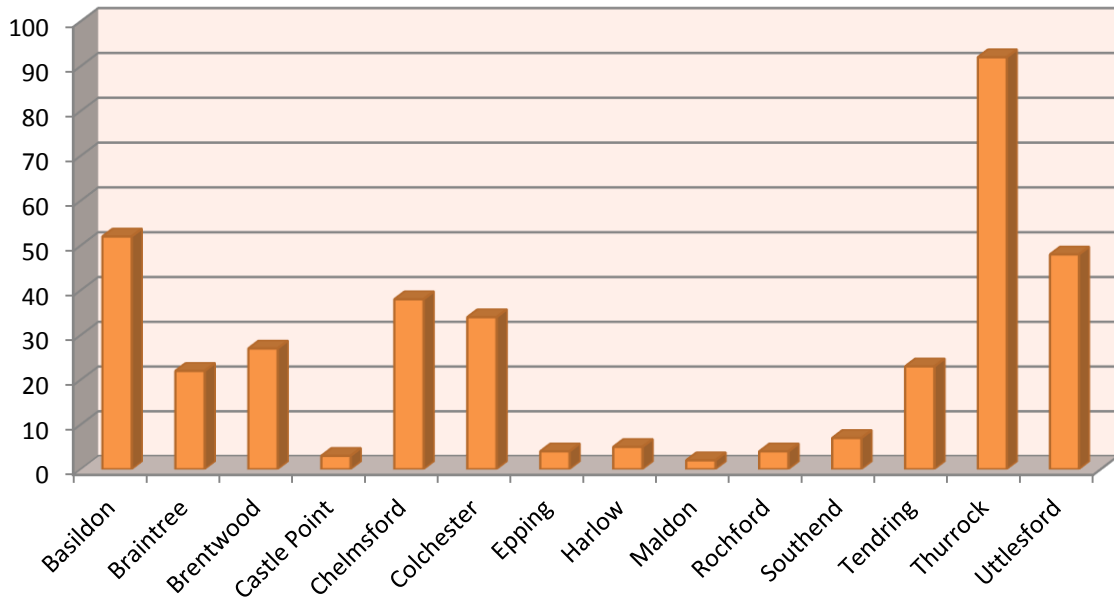


The temporary injunction issued to Basildon does not appear to have impacted on the overall numbers in the Essex at this point.

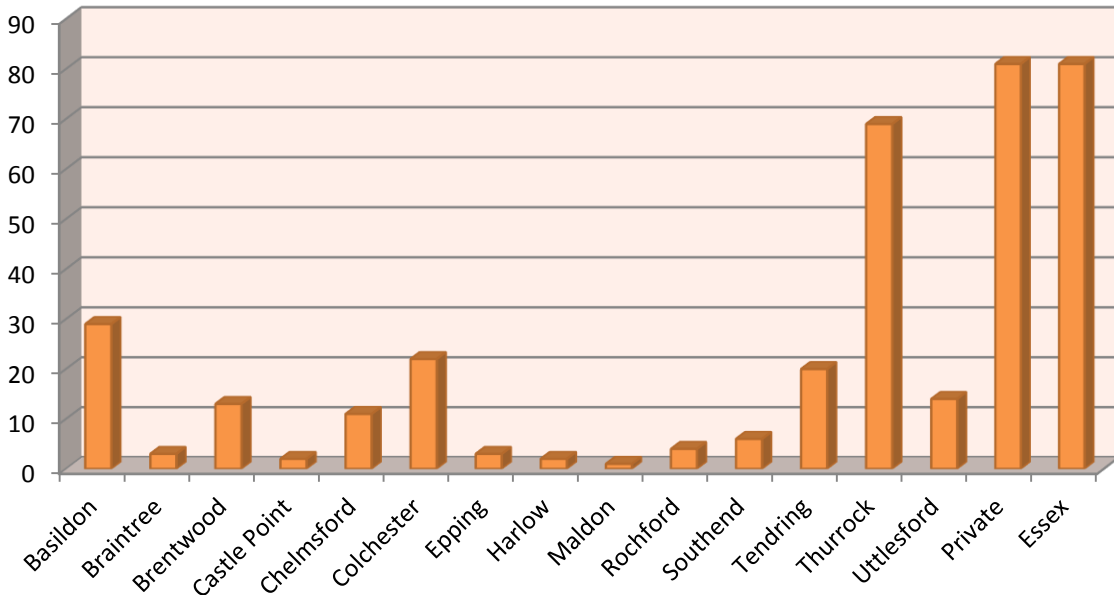
Over this 2017/18 period, we have experienced resource issues with a long term sickness impacting on the enforcement team, however we have been able to maintain performance levels by utilising external resource, but obviously this has resulted in budget pressures.

The following charts show UE activity by district – hence numbers will include Highways and Private, and by Land Owner.

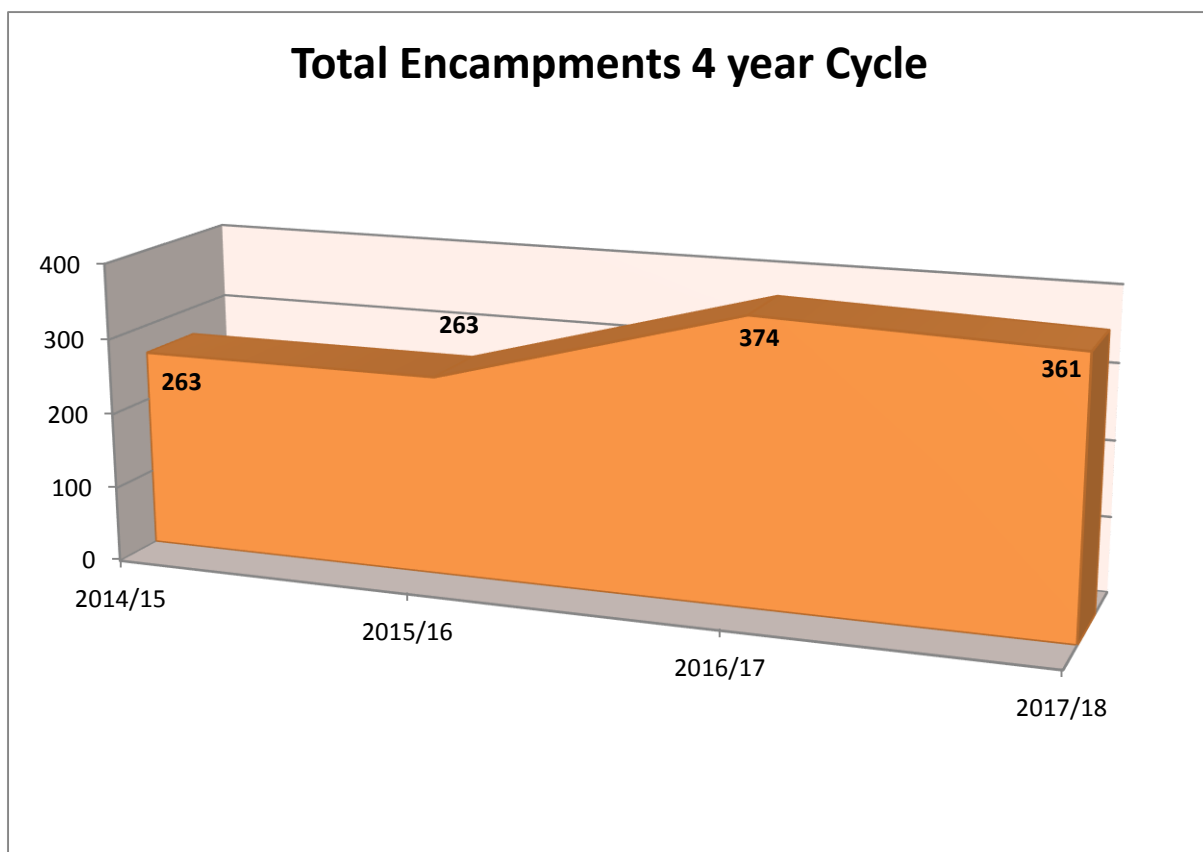
### No. of Encampments by District 2017/18



### No. of Encampments by Land Owner 2017/18







The groups travelling have included the W's who are renowned for their fly tipping activities, which were witnessed again on one encampment in Thurrock, but there were issues with resource availability (not ECTU) to take direct action at the time.

Unauthorised Encampments - Performance						
Objective	sub	Measure	Target	Timescale	Outcome	Comments
UE visited within 1 working day		%	97%	Nov 17 to March 18	96%	2 of the 48 encampments fell outside of target over Christmas.
Encampments resolved through	Negotiated	%	40%		46%	
	Courts	%	60%		46%	
Totals	Section 77/8 Part 55 Section 61 Negotiated	25. 0 12 11	Data Only			
s77's complete within 10 working days		%	100%		100%	
s77's complete within 7 working days		%	90%		100%	
% of encampments where ECTU are involved		%	NA		54%	
Number of encampments	Partner	60	NA			
	Non-partner	2.	NA			
	Private	27.	NA			

## Process/Timings

There has been discussion reference the time frame/targets in managing encampment/repossessing the land.

The current target of 7 working days is driven by:-

- Ensuring a consistent/robust procedure - *hence not exposing the authorities to legal challenge*
- The requirement of the courts/court availability – *this build 3 working days, 1 working day from the issues of the DTL to the ability to apply for a court date, 2 working days from the serving of a summons to the court appearance.*
- The ECTU resource based in the geographic area covered – *the unit resource is based on a shared risk basis, covering the majority of Essex, and this model keeps costs to individual partners at a low level. Any changes to the above which requires greater resource input to the process/or district, will result in a reduction in service levels for other partner area unless resource is increased.*
- *If it were* an option re reduce the turnaround from 7 to 6 working days, it would often create more problems than realise benefits:
  - If a group is remaining in a specific district, they would create 5 encampments a month, as opposed to 4, hence bringing the associate issues to group of the local populous would not have been impacted
  - Increase in the costs of management, potential of a max increase of 12 encampments per group per annum
  - Groups could be moved on to less appropriate stopping places

In all cases, we ensure that we complete the enforcement process as quickly as possible.

## Communications/SPOCS

The original structure of the ECTU based on resource, and effective maintenance of communications/links resulted in the SPOC structure, in that the main route of information sharing between ECTU and partners is through the nominated SPOC – single point of contact, who would then share the information internally as required.

This is not only ensure we do not have to maintain lengthy contacts lists for partner areas, but also to ensure a single clear message/pathway to eliminate duplication, multiple/conflicting directions, queries as a result of lack of knowledge of process etc.

Over a period of time, this process has broken down in some areas with requests for multiple partner contacts on the circulation lists. We will be reviewing the lists and seeking to reduce them to a max of 2 contacts per partner to reinstate the agreed structure.

## Website

Long term we will still be seeking an independent web presence. However, we have carried out some base line updates to the existing web site, and we are able to publish two variations of a short URL to give direct access:-

[www.essex.gov.uk/traveller](http://www.essex.gov.uk/traveller)

[www.essex.gov.uk/travellers](http://www.essex.gov.uk/travellers)

Either option will take you directly to the relevant ECTU pages on the ECC site

The screenshot shows the Essex County Council website. At the top, there is a search bar with the placeholder text "I'm looking for..." and a magnifying glass icon. To the right of the search bar is a blue button that says "KEEP ME POSTED" with a sub-link "> Sign up to e-alerts". Further right is the Essex County Council logo, which consists of three red curved lines above the text "Essex County Council". Below the header is a navigation bar with four tabs: "Residents" (highlighted in red), "Business", "Your Council", and "News desk". Below the navigation bar is a breadcrumb trail: "Home > Environment and Planning > Environmental issues > Local environment > Gypsies and Travellers". The main content area has a heading "Essex Countywide Traveller Unit (ECTU) and Essex County Council (ECC) site management" in blue. To the left of this heading is a sidebar with a "Home" link and a "Gypsies and Travellers" link. Under "Gypsies and Travellers", there are several links: "Essex County Council permanent sites", "Unauthorised encampments", "Code for unauthorised encampments in Essex", "Gypsy and Traveller Education", "Gypsy and Traveller Fire Safety", and "Gypsy and Traveller Healthcare". The main content area contains a date "10 April 2018" and a paragraph: "It's the aim of Essex County Council to ensure all residents of Essex, whether living in settled or transitory communities, are treated equally and with respect." Below this is another paragraph: "ECTU is a partnership operation between 11 Essex District, Borough, City and Unitary councils, Essex County Council including education and public health, Essex Fire and Rescue Service and Essex Police." At the bottom is a paragraph: "The unit seeks to provide support to the community in accessing key services across Essex. This includes providing site and home fire safety visits, supporting children into school/further education, ensuring that communities have the necessary access to health services, managing unauthorised encampments (trespass) on all partner land and managing the 12 permanent local authority caravan sites. This support and information is for both the settled community and Gypsy/Travellers."

# Training

Training packages delivered by ECTU promoting cultural understanding, and awareness of the Unit and it's work. Since the November meeting we have

- Complete 5 x officer training sessions for Maldon District council from November 17 through to March 18.



- Presenting to the Essex Addiction Recovery group – 3<sup>rd</sup> sector organisations supporting drug and alcohol issues for Public Health in March 2018



- Presenting at the Integrated Childrens Event organised by ECC at Chelmsford CC in April

- Delivering Gypsy/Traveller Training module for the pilot Essex Police Training program on Domestic Violence.

# Police GTRET Report



GTRET are a single point of contact for both Essex Police and other forces in relation to Gypsy and Traveller matters.

We recently assisted Staffordshire police execute a search warrant at an unauthorised encampment in the Thurrock area in relation to a murder investigation. The encampment was on the highway and therefore not subject to S61. We also assisted local police at the same encampment when suspects were identified in relation to burglary offences.

We assisted community policing teams in a search for wanted persons at a Traveller site in the Dunmow area and in doing so discovered a cannabis grow in a garden shed.

We are actively involved in the disruption of hare coursing and on the 25<sup>th</sup> of March arrested seven men and seized their cars. Other persons have been dealt with and vehicles seized for hare coursing over the last few months.

We recovered a vehicle from a Traveller site in the Dunmow area when the occupant ran from police and discovered stolen property within the vehicle. The male has been identified and work is on-going to locate him.

Most of the team are now CAA qualified drone pilots and have been assisting local authorities and police operations in relation to both Traveller sites and hare coursing. We have provided footage to a local authority regarding illegal waste disposal at a Traveller site north of the county. We have secured funding for a drone for the team which means that one will be available when required.

We are consistently applying section 61 powers in relation to unauthorised encampments and served on the same encampment on four different occasions in just over a week. They continued to display anti-social behaviour at the various sites they visited in Southend, Rochford and Colchester.

At another encampment a GTRET officer arrested two suspects for causing damage to gain entry to the land as there was evidence to identify the persons responsible.

Other areas of policing are not ignored by the team and an officer arrested a lady for illegal entry to the UK and fraud. She had been working in a care home under a false name for several years. This followed on from a simple stop check for a minor motoring offence.

# ECTU Consultation – shaping the future

At the time of writing this report, we have received responses from:-

Essex Fire and Rescue Service  
Braintree Rochford  
Castle Point Tendring  
Chelmsford Uttlesford  
Colchester

There has been no response from:-

Essex Police/PFCC  
Thurrock Brentwood  
Basildon Maldon  
Public Health

The core questions were grouped under:-

- Service delivery
- Resourcing/contribution
- Communications
- Co-ordination Role
- External/other opportunities.

A preliminary review suggests there is minimal requirement for significant change to the existing operational set up. A full report will be delivered at the meeting.

Essex Countywide Traveller Unit – shaping for the future  
A consultation for the future operation of ECTU  
Author: Steve Andrews, ECTU Manager 22nd January 2018

In answering the questions below, can you please bear in mind that the benefits to your authority/agency are likely to be over and above your direct interest in the unit

**ECTU Consultation question 1 – service delivery**

What do you consider to be the key services/expectations of the ECTU (the unit)?

Are there any new services you would like the unit to deliver?

Are there any services you would like the unit to stop delivering

Are there any enhancements to existing services you would like the unit to deliver?

Do you think the current services should remain at existing levels