

# Essex Countywide Traveller Unit Joint Committee

<b>10:00</b>	<b>Wednesday, 15 November 2017</b>	<b>Committee Room 1, County Hall, Chelmsford, CM1 1QH</b>
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**Membership:**

Assistant Chief Fire Officer Dave Bill  
Superintendent Steve Ditchburn  
Cllr Mark Durham  
Cllr Sue Lissimore  
Cllr Alan Ball  
Cllr Godfrey Isaacs  
Cllr Paul Honeywood  
Cllr Keith Parker  
Cllr Susan Barker  
Cllr Michael Lilley  
Cllr Wendy Schmitt  
Cllr Sue MacPherson  
Cllr Susan Sullivan  
Cllr Mike Webb

**For information about the meeting please ask for:**

Matthew Waldie – Democratic Services Officer

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

The agenda is also available on the Essex County Council website, [www.essex.gov.uk](http://www.essex.gov.uk) From the Home Page, click on 'Your Council', then on 'Meetings and Agendas'. Finally, select the relevant committee from the calendar of meetings.

Please note that an audio recording may be made of the meeting – at the start of the meeting the Chairman will confirm if all or part of the meeting is being recorded.

## **Part 1**

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

	<b>Pages</b>
<b>1 Welcome and apologies for absence</b>	
<b>2 Minutes and matters arising</b>	<b>7 - 10</b>
1. To approve the minutes of the meeting dated 15 June 2017	
2. Matter Arising from last Joint Committee not covered in agenda: District Members seek confirmation from their own Authority that this recommendation is acceptable and confirm this by the end of September 2017.	
<b>3 Declarations of Interest</b>	
To note any declarations of interest to be made by Members in accordance with the Members' Code of Conduct	
<b>4 Finance update</b>	<b>11 - 16</b>
To receive a report from Sarah Broadley, Finance Business Partner, ECC.	
1. Resource/funding	
2. Parish Council charging structure - report from Steve Andrews, ECTU Manager	
3. Fee charging policy review	
4. Access to partner resources.	
<b>5 Membership status</b>	
To receive a report from Steve Andrews, ECTU Manager.	
<b>6 High level risk assessment</b>	<b>17 - 18</b>
To receive a report from Steve Andrews, ECTU Manager.	

- 7 Operations performance update - key issues** **19 - 42**  
To receive a report from Steve Andrews, ECTU Manager.  
Including:
1. Health
  2. Education
  3. Fire
  4. Unauthorised encampments
    - i. Single protocol
    - ii. Injunctions.
- 8 Transit site update including GTAA impact**  
To receive a report from Steve Andrews, ECTU Manager.
- 9 Parliamentary debate**  
To receive a report from Cllr Sue Lissimore, Cabinet Member for Housing, Property & Planning.
- 10 The future of ECTU - discussion paper** **43 - 44**  
To receive a report from Cllr Sue Lissimore, Cabinet Member for Housing, Property & Planning.
- 11 Date of next meeting**  
To note that the next Committee meeting is scheduled for Tuesday 10 April 2018, at 10:00 am.
- 12 Urgent Business**  
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.



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

### Present:

Cllr Sue Lissimore (Chairman)	Essex County Council
Cllr Ricki Gadsby	Essex County Council
Cllr Mark Durham	Maldon District Council
Cllr Wendy Schmitt	Braintree District Council
Cllr Godfrey Isaacs	Castle Point Borough Council
Cllr Mike Webb	Rochford District Council
Cllr Alan Ball	Basildon Borough Council
Cllr Susan Sullivan	Chelmsford City Council
Cllr Susan Barker	Uttlesford District Council
Paul Downes	Essex Police

### Also present:

Steve Andrews	Essex County Council
Sarah Broadley	Essex County Council
James Cook	Essex County Council
Ian Myers	Essex County Council
Roger Hirst (part of meeting)	Police and Crime Commissioner
	Essex County Council
Colin Batchelor	Braintree District Council

### 1 **Welcome and Apologies for Absence**

The Committee Officer welcomed everyone to the meeting and reported apologies had been received from Cllr Paul Honeywood, Cllr Sue MacPherson and Asst Chief Fire Officer Dave Bill.

### 2 **Election of Chairman**

Cllr Sue Lissimore was proposed and seconded as Chairman

### 3 **Appointment of Vice-Chairman**

Cllr Ricki Gadsby was proposed and seconded as Vice-Chairman.

### 4 **Minutes and Matters Arising**

The minutes of the meeting held on 28 November 2016 were approved as a correct record and signed by the Chairman.

### 5 **Declarations of Interest**

The Chairman reported she is a Member of Colchester Borough Council

and the Vice-Chairman reported she is a Member of Epping Forest District Council.

## **6 Finance and Audit Report**

The Committee received a financial report from Sarah Broadley, Finance Business Partner, ECC.

The purpose of the report was to present to Members the 2016/17 outturn position and detail the causes resulting in an £98,498 overspend:

- £19,561 overspend on employees mainly due to Apprenticeship costs.
- Supplies and Services have overspent by £57,278. This is due to Legal Costs which totalled £62,678 and Bailiff Costs and £44,187 which were partially offset by an East of England Grant reimbursement of £24,797 for the ECTU database. £3,867 of injunction costs have been incorrectly charged to ECTU and discussions are taking place to remove these from the ECTU budget. Also, a £4,205 waste disposal charge has gone through ECTU incorrectly, which we are currently resolving.
- The adjustments required for staff correction of £2,321, the injunction charges of £3,867 and the Waste disposal charge of £4,205 will reduce the overspend by £10,393
- Income shortfall of £16,283. This has been identified and corrected.
- The above corrections will reduce the overspend from £98,498 to £71,822

Members were informed the year-end overspend position has reduced the reserve position from a surplus of £66,798 to a deficit of £31,700. These corrections will reduce the deficit from £31,700 to £5,204

As a result of the overspend Members were presented with a series of options for their consideration.

1. Retain the already agreed 5% increase (£323)
2. Agree to a £646 increase
3. Agree to a £969 increase
4. Agree to a 1,293 increase (recommended option)

The Chairman informed Members that option 4 was the preferred option. It was requested District Members seek confirmation from their own Authority that this recommendation is acceptable and confirm this by the end of September 2017.

## **7 ECTU Membership Status**

Cllr Susan Sullivan from Chelmsford City Council was welcomed to the partnership.

Members noted that three local Councils (Harlow, Epping and



Southend) are not involved with the Joint Committee at this stage.

**8 High Level Risk Assessment**

The report was noted.

**9 Operations Performance Update - Key Issues**

Members received an update report from Stephen Andrews and Paul Ashworth and were also joined by the Essex Police and Crime Commissioner, Roger Hirst, for this item.

Members noted and discussed key issues relating to:

- Unauthorised Encampments
- Transit Sites
- Fly tipping
- Injunctions
- Fire Safety/Health and Education

**10 Date of Next Meeting**

The Chairman requested that Members respond as soon as possible, and by the end of September latest, to the proposed increase to membership subscriptions.

It was proposed to retain the meeting on 15 November 2017 with a further meeting to be arranged for early April 2018.

**11 Urgent Business**

Members agreed the present format of meetings is appropriate.

There being no further business the meeting closed at 11.45am

**Chairman**



**Essex County Wide Traveller Unit  
Operations Board 2 November 2017**

**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. To note the financial update for the six months to 30 September 2017</b>
<b>2. To note recommendations for the budget for 2018/19 and 2019/20</b>
<b>3. To note recommendations for the membership fees for 2018/19</b>

## 1. Financial update – current position

	2017/18 Budget	Actuals to 30th Sept 2017	Budget Remaining	Forecast Outturn	Forecast variance
<b>Expenditure:</b>					
<b>Employees</b>	£248,711	£123,405	£125,306	£241,621	£7,090
<b>Supplies &amp; Services</b>	£104,403	£21,078	£83,325	£104,403	£0
<b>Transport &amp; Mileage</b>	£20,233	£9,000	£11,233	£20,233	£0
<b>Gross Expenditure</b>	<b>£373,346</b>	<b>£153,483</b>	<b>£219,864</b>	<b>£366,257</b>	<b>£7,090</b>
<b>Income:</b>					
<b>Partner Contributions</b>	-£384,654	-£80,194	-£155,001	-£384,654	£0
<b>Gross Income</b>	<b>-£384,654</b>	<b>-£80,194</b>	<b>-£155,001</b>	<b>-£384,654</b>	<b>£0</b>
<b>Forecast Surplus</b>					
	<b>-£11,308</b>			<b>-£18,397</b>	

1.1 The 2017/18 budget has been re-based anticipating an approval to increase District and Borough Fees from £6,463 in 2016/17 to £7,756 in 2017/18.

1.2 Essex County Councils contribution to the ECTU has increased by £82,446 from 2016/17.

1.3 Invoices to all members will be raised in November / December 2017

1.4 Chelmsford City Council have joined the unit, their fee has been built into the forecast.

1.5 The opening reserve balance as at 1<sup>st</sup> April 2017 was a deficit of £31,700. Corrections totalling £26,676 have been actioned and Essex County Council has increased its contribution to ECTU in 2017/18 by £82,000.

1.6 The 2017/18 forecast is a surplus of £18,397. This position assumes that legal fees and bailiff costs are similar to 2016/17 spend.

## 2 Proposed Budgets for 2018/19 and 2019/20

	2016/17	2016/17	2017/18	2018/19	2019/20
	Budget	Actuals	Budget	Draft Budget	
<b>Expenditure:</b>					
<b>Employees</b>	£226,687	£246,248	£248,711	£241,634	£244,050
<b>Supplies &amp; Services</b>	£30,125	£87,403	£104,403	£107,535	£110,761
<b>Transport &amp; Mileage</b>	£20,233	£20,748	£20,233	£20,840	£21,465
<b>Gross Expenditure</b>	<b>£277,045</b>	<b>£354,398</b>	<b>£373,346</b>	<b>£370,009</b>	<b>£376,277</b>
<b>Income:</b>					
<b>Partner Contributions</b>	-£264,600	-£255,901	-£384,654	-£396,194	-£408,079
<b>Gross Income</b>	<b>-£264,600</b>	<b>-£255,901</b>	<b>-£384,654</b>	<b>-£396,194</b>	<b>-£408,079</b>
<b>Net Expenditure (Surplus) / Deficit</b>	<b>£12,445</b>	<b>£98,498</b>	<b>-£11,308</b>	<b>-£26,185</b>	<b>-£31,802</b>

2.1 The 2018/19 proposed budget includes an assumed annual inflation on employee costs of 1% and a decrease in apprentice costs.

2.2 The Supplies & Services and Transport budget includes an assumed annual inflation of 3%

2.3 The Partnership Contributions budget assumes an inflationary increase of 3%, applied to all fees. This is to try and build up the level of reserves that were depleted in 2016/17.

### 3 Membership Fees

3.1 If Option 4 is agreed by Partners, the recommendation is to increase contributions by RPI in 2018/19. This would result in fees, as per the table below:

Organisation	2017/18 Fee	2018/19 Fee	18/19 % Contribution per member
<b>Essex County Council:</b>			
<b>ECC - Gypsy &amp; Traveller</b>	£195,406	£201,268	50.80%
<b>ECC - Highways</b>	£7,756	£7,989	2.02%
<b>Public Health</b>	£57,520	£59,246	14.95%
<b>Essex Property &amp; Facilities</b>	£7,756	£7,989	2.02%
<b>Country Parks</b>	£7,756	£7,989	2.02%
<b>Total ECC</b>	<b>£276,194</b>	<b>£284,480</b>	<b>71.80%</b>
<b>Essex Fire and Rescue</b>			
	<b>£23,148</b>	<b>£23,842</b>	<b>6.02%</b>
<b>Districts / Boroughs &amp; Unitary:</b>			
<b>Uttlesford District Council</b>	£7,756	£7,989	2.02%
<b>Thurrock Council</b>	£7,756	£7,989	2.02%
<b>Rochford District Council</b>	£7,756	£7,989	2.02%
<b>Maldon District Council</b>	£7,756	£7,989	2.02%
<b>Colchester Borough Council</b>	£7,756	£7,989	2.02%
<b>Tendring District Council</b>	£7,756	£7,989	2.02%
<b>Basildon Borough Council</b>	£7,756	£7,989	2.02%
<b>Castlepoint Borough Council</b>	£7,756	£7,989	2.02%
<b>Braintree District Council</b>	£7,756	£7,989	2.02%
<b>Brentwood Borough Council</b>	£7,756	£7,989	2.02%
<b>Chelmsford District Council</b>	£7,756	£7,989	2.02%
<b>Total</b>	<b>£85,312</b>	<b>£87,875</b>	<b>22.18%</b>
<b>Districts/Boroughs/Unitary</b>			
<b>Total Subscriptions</b>	<b>£384,654</b>	<b>£396,198</b>	<b>100%</b>

3.2 Balances are required to protect the Joint Committee from a significant event(s) which would have a significant effect such as the loss of revenues or a sudden increase in expenditure. It is difficult to accurately predict such occurrences however legal fees have been substantial over the last 2 years. Ideally, reserves should be sufficient to cover 3 months of operating costs, which equates to approximately £94,000. Current reserve levels are therefore not sufficient.

3.3 If fee increases are approved and assuming expenditure levels remain relatively static, the reserve could increase as per the below:

Balance Sheet: General Balance	<u>2016/17</u>	<u>2017/18</u>	<u>2018/19</u>	<u>2018/19</u>
Opening Balance (Credit)	-£66,798	£5,024	-£13,373	-£39,557
Current Year Net Expenditure (Surplus) / Deficit	£98,498	-£18,397	-£26,185	-£31,802
Correction to 2016/17 overspend	-£26,676			
Closing Balance (Surplus) / Deficit	£5,024	-£13,373	-£39,557	-£71,360





## 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			4	2	8		
														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

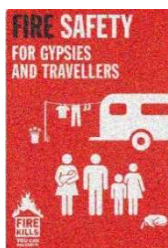


# ESSEX COUNTYWIDE TRAVELLER UNIT: Operations/Performance Update – 15th November 2017



## Current performance against strategy / action plan

### Fire Safety



The updated “Fire Safety for Gypsies and Travellers” is being well distributed and well received by the Traveller Community.



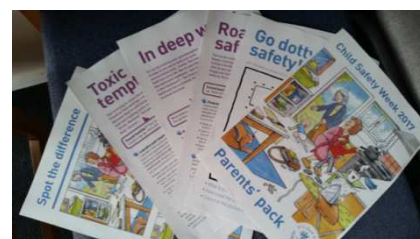
This is being utilised at the site and health and safety days, all ECC owned/managed sites, and as part of the outreach tool kit on all private site visits to specific families, along with the Flip presentation prepared as part of the new fire training received.

### On site health and safety days



Fire safety was a key focus of the events this year. They provided the ideal opportunity for overall fire safety advice, and individual Home Fire Safety Visits.

Also the colouring in packs for the children contained a selection of hazard spotting pictures and danger signs for fire safety which was a conversation starter with the children



regarding safety. The above graph depicts the numbers involved in receiving specific fire safety advice.


## Data

We are continuing with the process of providing all the data recorded to EFRS for recording centrally. This includes all Home Fire Safety and Site Fire Safety visits – including access measurements for appliances, plus the smoke alarms issued.




## Gearing up for Christmas

As the Traveller Community are keen users on external Christmas decorations lighting and internal candles, we will be carrying out a “Stay Safe at Christmas” campaign across the sites.

### Stay Safe with Christmas Decorations and have a safe & Happy Christmas



- Check your Christmas tree lights conform to the British Standard. Always use an RCD on outdoor electrical equipment (an RCD is a safety device that can save lives by instantly switching off the power).
- Never place candles near your Christmas tree or furnishings. Don't leave them burning unattended.
- Make sure your family and visitors staying for the festive period know what to do in an emergency. Practice a fire escape plan.
- Decorations can burn easily. Don't attach them to lights or heaters.
- Switch off electrical appliances when not in use, unless they're designed to stay on. Take special care with Christmas lights. Always switch off and unplug Christmas lights before you go to bed.
- Celebrate Christmas and New Year safely. The risk of accidents, especially in the kitchen, is greater when alcohol is consumed.
- Most fires start in the kitchen - never leave cooking unattended.
- If you are planning to celebrate with fireworks, store them in a metal box, read the instructions, never go back to a lit firework and keep a bucket of water nearby.
- Make sure all cigarettes and cigars are completely extinguished.
- Check the battery in your smoke alarm every week and use Christmas as a reminder to clean it and remove dust.
- Keep candles, lighters and matches out of reach of children.
- Take the time to check on elderly relatives and neighbours this Christmas - make sure they are fire safe.



## Site fly tip cleared

The Felsted site, in Uttlesford has long been a concern for the Fire Service, due to vacant area being used for fly tipping. There was a previous attempt to block this area with shipping containers, but this had limited success, as the containers were subsequently breached, and tipped in. However, this area has now been completely cleared of all waste/containers, and to date, the area has remained clear. We are attempting to get planning permission to construct 2 new pitches in the space to provide a longer term solution



***Before***



***After***

## Fire Safety – Data

Objective	Scope	Target measure	Target	Timescale / Report period	Performance at previous reporting period	Performance for Report period	Time scale
<b>Home fire safety Visit</b>	Approx 400 homes	% of total homes	70%	June 17 to Oct 17	75%	75%	May 17
<b>Smoke Alarms issue</b>	Approx 400 homes plus roadside	% of complete HFSV	75%	June 17 to Oct 17	73%	75%	May 17
<b>Site Fire Safety Visits</b>	Approx 241 Sites*	% of total sites	75%	June 17 to Oct 17	77%	78%	May 17
<b>Provide settled sites data Sheets</b>	Approx 241 Sites*	% of total sites	50%	June 17 to Oct 17	80%	56% see * below	May 17
<b>No campaigns this period</b>	County wide	% of total Homes		June 17 to Oct 17			Ongoing
* Site count increase from 174 to 241 following including of latest GTAA data							

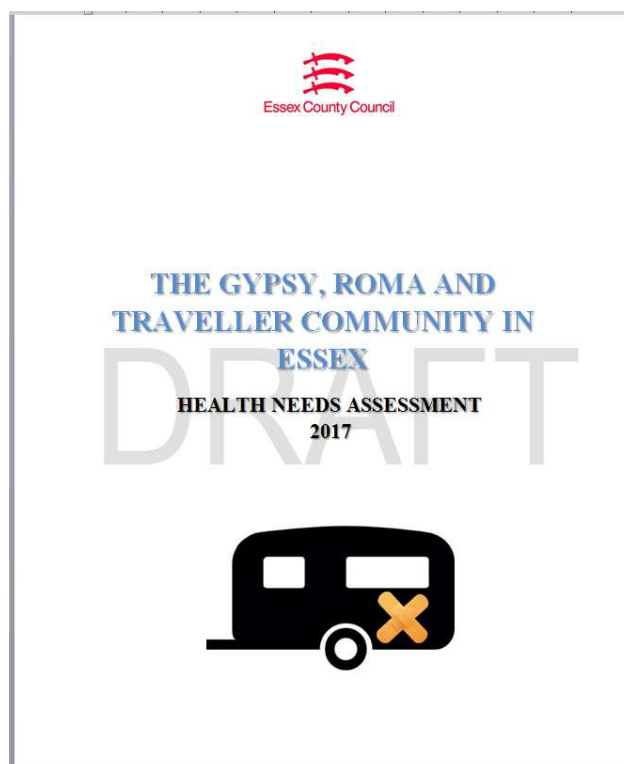


Fire Safety – Data					
	Visits – smoke alarms issued pre current reporting period	Timescale / Report period	Data for Report period	Comments	
Home fire safety Visit	288	June 17 to Oct 17	36	Total	324
Smoke Alarms issue	367	June 17 to Oct 17	45	Total	384
Site Fire Safety Visits	134	June 17 to Oct 17	54	Total	188
Provide settled sites data Sheets	95	June 17 to Oct 17	0	Total	112
Access measurements	0	June 17 to Oct 17	0	Total	46
Dynamic updates on high risk encampments	ongoing	June 17 to Oct 17	ongoing		

## Public Health

### Essex Traveller Health Needs Assessment

The document is nearing completion of the first draft.



Extract from executive summary

*“Essex has significant number of travellers compared to its neighbours in the region, and although the overall numbers are a small percentage of the population they often present complex health needs which will need significant public resources.*

*Current national policy has highlighted the need to help the most vulnerable members of society access the services they require, and travellers are often included in this category.”*

The final document – in excess of 90 pages, will inform the future strategy/action plan for Public Health/ECTU in working with/supporting the community.



## Health days 2017

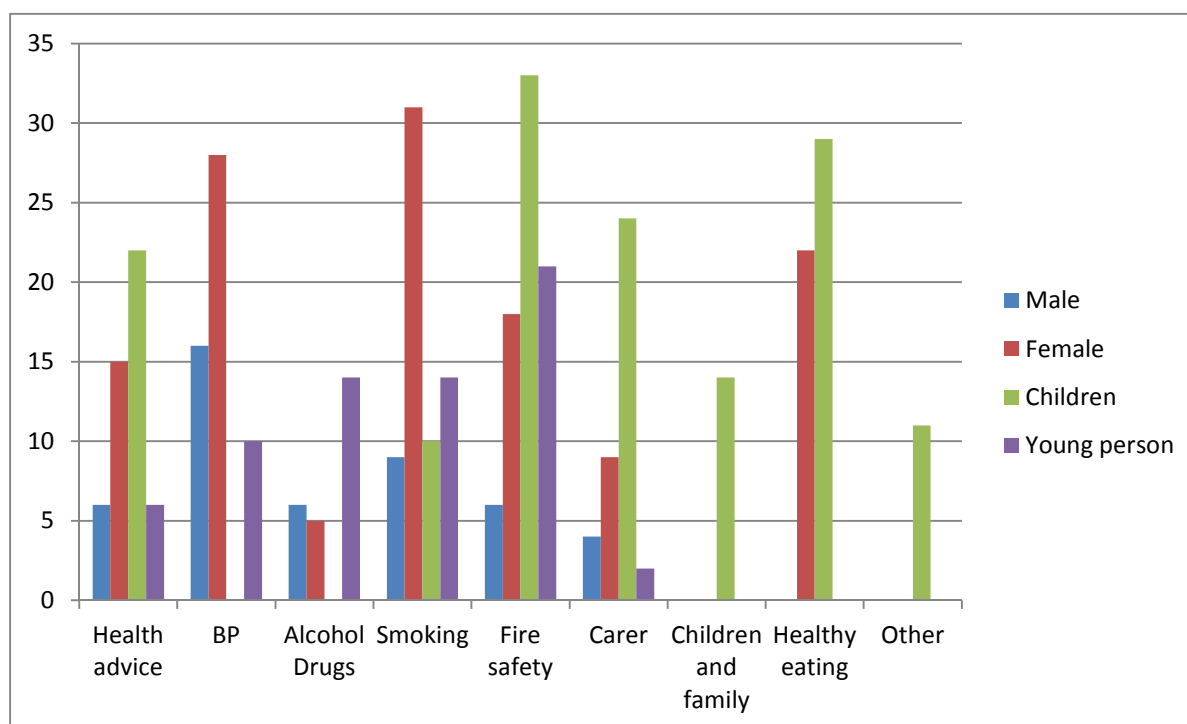
There were 8 events booked between June and September, 7 events took place 1 was cancelled.

The main aim of these events is to establish better health and wellbeing relationships with the GRT communities in an environment they feel comfortable.

The events aims are to offer basic health and wellbeing services including;

1. Health/lifestyle advice /Light touch advice tailored to them
2. Blood pressure monitoring
3. Alcohol and Drugs
4. Smoking cessation
5. Fire safety
6. Identifying carers to offer advice and support
7. Children and families
8. Healthy eating
9. Other

### Outcomes for this year's program



## **Health/lifestyle advice /Light touch advice tailored to them**

The children colouring packs that include information on many topics was a great conversation starter and once the children were talking the Adults joined in.

This included general discussions about lifestyle including exercise, good food, small changes that can make a big difference.

Some conversations around mental health, depression and anxiety took place, questions were asked around stress management.

Also discussions about how to keep children safe in the hot weather proved popular and involved people not drinking enough water and chatting about why this is important.



## **Blood pressure monitoring**

Blood pressure checking was most popular with females but we still had a good representation of men considering they would normally have been at work or not interested. Young people appear to be taking a bigger interest in health and wellbeing so having their BP checked and asking questions around why this is important and how to keep an healthy BP was encouraging.

## **Alcohol and Drugs**

There was not an emphasis on Drugs and Alcohol this year however young people very much enjoyed attempting tasks using the beer goggles, which generated informative conversations around the effects of being intoxicated.

## **Smoking cessation**

A total of 64 light touch interventions took place for stop smoking, this was the second highest number out of all interventions on offer. The jam jar filled with tar was a good tool for talking with the children and young people to show what the effects of smoking are on the lungs. From 31 females who used the carbon monoxide test the majority of them expressed a wish to look to giving up some time in the future 7 referrals (one pregnant) were made to Provide's stop smoking service.

## **Fire safety**

Fire safety was a focus of the events this year, as the ECTU staff had recently received updated training, and were armed with smoke alarms to distribute – see main Fire Safety section of this report.

## Identifying carers to offer advice and support

Having an AFFC staff member at all events this year proved very successful, she was able to talk and interact with the children asking about who they live with and who helps who. At least 4 people received a 1:1 discussion with 3 additional appointments made.

## Children and families

Barnardo's were able to attend two events this year, giving them the opportunity to engage with children from families they do not have regular contact with, and in their home environment. The children engaged with the workers. Comments from one of the workers was "Being able to work with hard to reach family children in a non-official way was very helpful" "Would love to do more events especially in term time"

## Healthy eating

In addition to the health and lifestyle advice and support on offer, we had strawberry and tomato plants, and cress heads to give to the children to grow their own food. This went down very well indeed; the children loved drawing pictures of faces on planting cups and using the instructions, planted cress seed to make hair that would grow. Also we gave out approx. 80 strawberry plants and 40 tomato plants with compost and make shift grow bags. This was a great way to talk about healthy eating and lots of PHE sugar swap cards and stickers were given out as well as other change 4 life information.



## Cancer outreach

The team receive recent training from cancer research around addressing potential cancer issues with the community and checks which can/should be carried out.

These skills will be taken forward in promoting the



Utilising the graphic based promotional materials provided.

## ECTU designed – Traveller friendly

ECTU continue to develop bespoke materials to promote key health issues. This example is in response to the increased evidence of use of Nitrous Oxide gas



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	Jun 17 to Oct 17	36	4	May 17	Total 40
Facilitated to receive the flu jabs		Unknown	No.	150	Jun 17 to Oct 17	198	18	May 17	Total 216
Report known pregnancies on site and link to anti natal , stop smoking etc		Unknown	na	na	Jun 17 to Oct 17	9	0	Ongoing	Total 9
Identified Long Term Condition		Unknown	No.	25	Jun 17 to Oct 17	19	3	May 17	Total 22

## 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	Jun 17 to Oct 17	21	113	May 17	<b>Total 134</b>
	Temporary	Unknown	No	na		6	0	May 17	Total 6
<b>Number confirmed/assisted to register with Dentist</b>	Permanent	Unknown	No.	50	Jun 17 to Oct 17	5	6	May 17	<b>Total 11</b>
	Temporary		No.	na		0	0	May 17	
<b>Health Checks Facilitated</b>		Unknown	No.	25	Jun 17 to Oct 17	4	11	Nov 16	<b>Total 15</b>
<b>Number referred to stop smoking/alcohol and healthy eating, and Child Safety etc</b>		Unknown	No.	50	Jun 17 to Oct 17	76	11	Nov 16	<b>Total 86</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 – data to be complete for final JC report



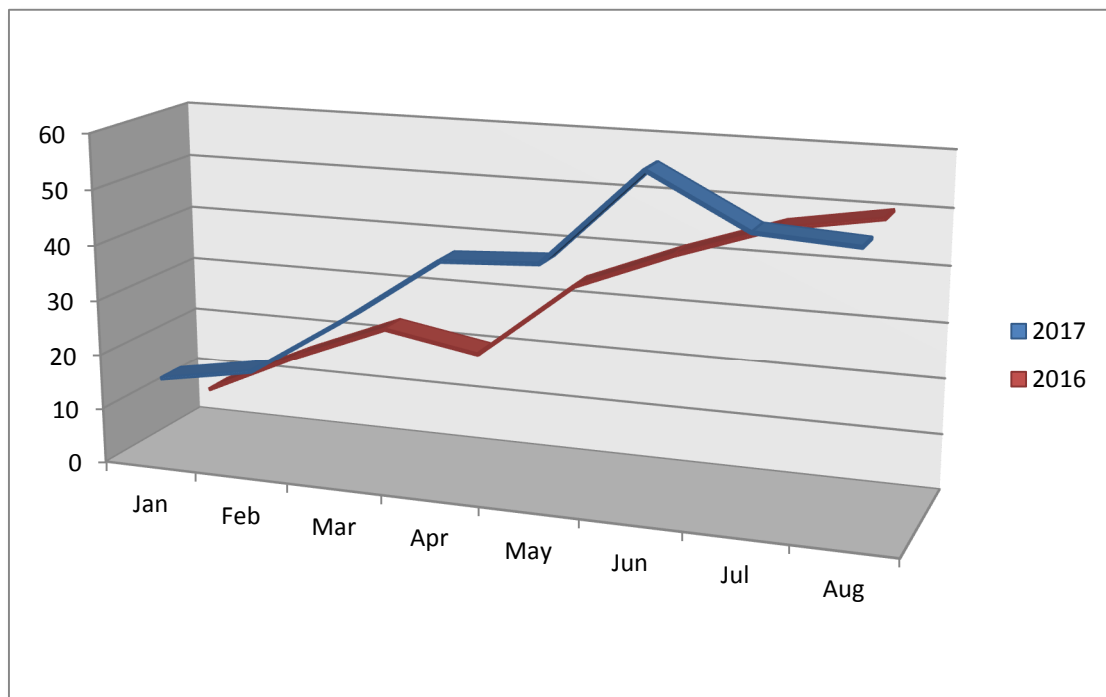
Education								
Objectives	Scope	Target measure	Target	Timescale / Report period	Performance at previous reporting period	Performance for Report period	Time scale	Comments
Number of Children supported into pre-school /school 2 – 16	unknown	No.	150	Jun 17 to Oct 17	94	<b>95</b>	May 17	<b>Total 189</b>
Number of children transferring from primary to secondary	unknown	No.	15	Jun 17 to Oct 17	12	<b>2</b>	May 17	<b>Total 14</b>
Number of young adults supported into further education	unknown	No.	15	Jun 17 to Oct 17	1	6	May 17	<b>Total 7</b>
Number of transport applications Supported	unknown	No.	40	Jun 17 to Oct 17	26	<b>39</b>	May 17	<b>Total 65</b>
Number of 2 year olds funded applications supported	unknown	No.	40	Jun 17 to Oct 17	5	<b>3</b>	May 17	<b>Total 85</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.



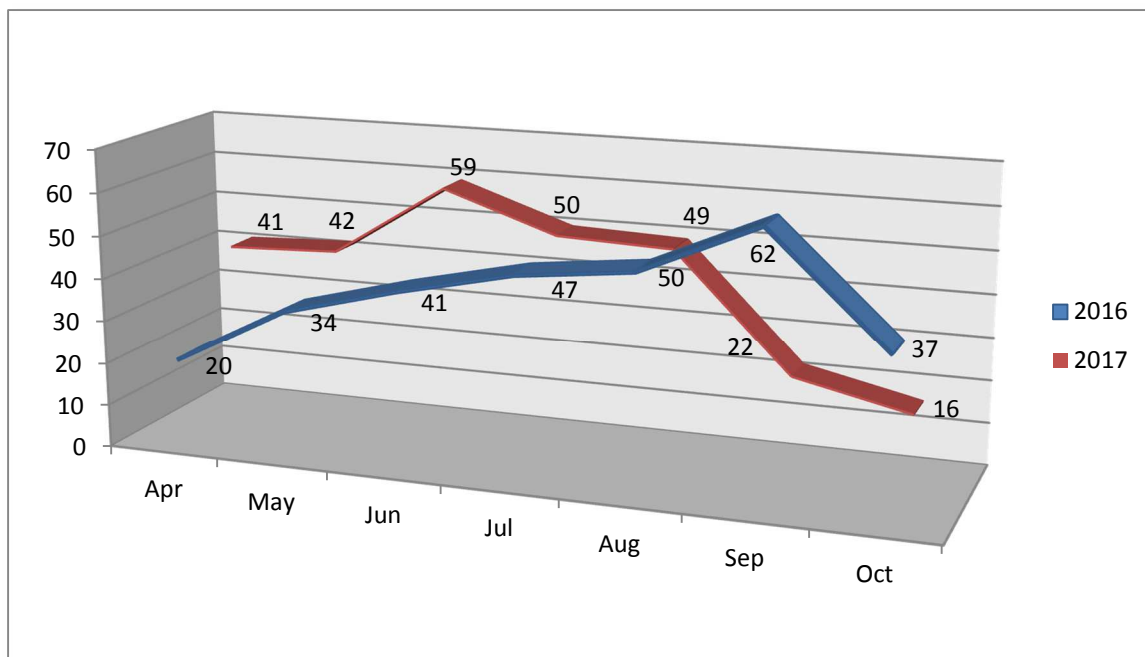
## Unauthorised encampments

As expected the first half of the year showed the traditional increase up to the Summer peak around the school holiday period of July and August. This was a marginally lower than the previous year, but in terms of the overall figures, from January to August, it looked as though we were in for another record year with 303 reported encampments as opposed to 239 for the same period the previous year.



However, we have since experienced a quicker drop off coming into the autumn and winter. This could be due to one of the more problematic groups moving out of Essex, and another going to ground.





We have had some high profile/large number encampments in the summer period including Highland Park, and Pollards Green in Chelmsford, and encampment making the national press.

We have also experienced some significant fly tipping incidents, from groups known to be high risk tippers – the S and W's.



**The Police and Crime Commissioner** - “single protocol” - how the Police and ECTU or the Police and non-partner authorities will work together in the management of unauthorised encampments.

A request has been forwarded for the specific inclusion of sharing of s61 rational with ECTU/Partners.

The steering group are still meeting regularly re progress, but the still implementation will be linked to the completion of the new Police Team with Traveller responsibility. This will be covered later in the meeting.

**Fly Tipping/Anti Social Behaviour/Environmental Health issues** – At ECC’s full council meeting on the 10<sup>th</sup> October, Cllr Lissimore put forward a motion re increased partnership working in the management of UE’s.

*“This Council therefore calls upon all Essex District, Borough and City Authorities to work together with Essex County Council and Essex Police to identify and act on the root causes of this increase for the benefit of both local residents and Traveller communities. In the meantime, this Council urges all Essex District, Borough and City Authorities to treat unauthorised encampments in the same way as they would treat any other unauthorised incursion on to their land and work to minimise the disruption that unauthorised encampments can cause.”*

By default, this will include appropriate action being taken to address the likes of fly tipping, environmental health issues, parking violations etc around UE’s.

**Injunctions** – Harlow DC were successful in the award of an extension to their existing injunction by 3 years. This included additional names being added, and against the background of 2015/16 – 13 and 2016/17 - 15 reported encampments, all short term as in breach of the previous injunction.

Basildon BC are also seeking an injunction on the regularly targeted industrial estates in the borough. The hearing for the temporary injunction is scheduled for the 6<sup>th</sup> November. This was initially understood to be repeat offenders, but have been extended to “persons unknown” covering the area.

Thurrock are also considering an injunction against named individuals/targeted areas. The M family, who were repeat offenders over a number of years, are no longer active, but Thurrock numbers have remained high.

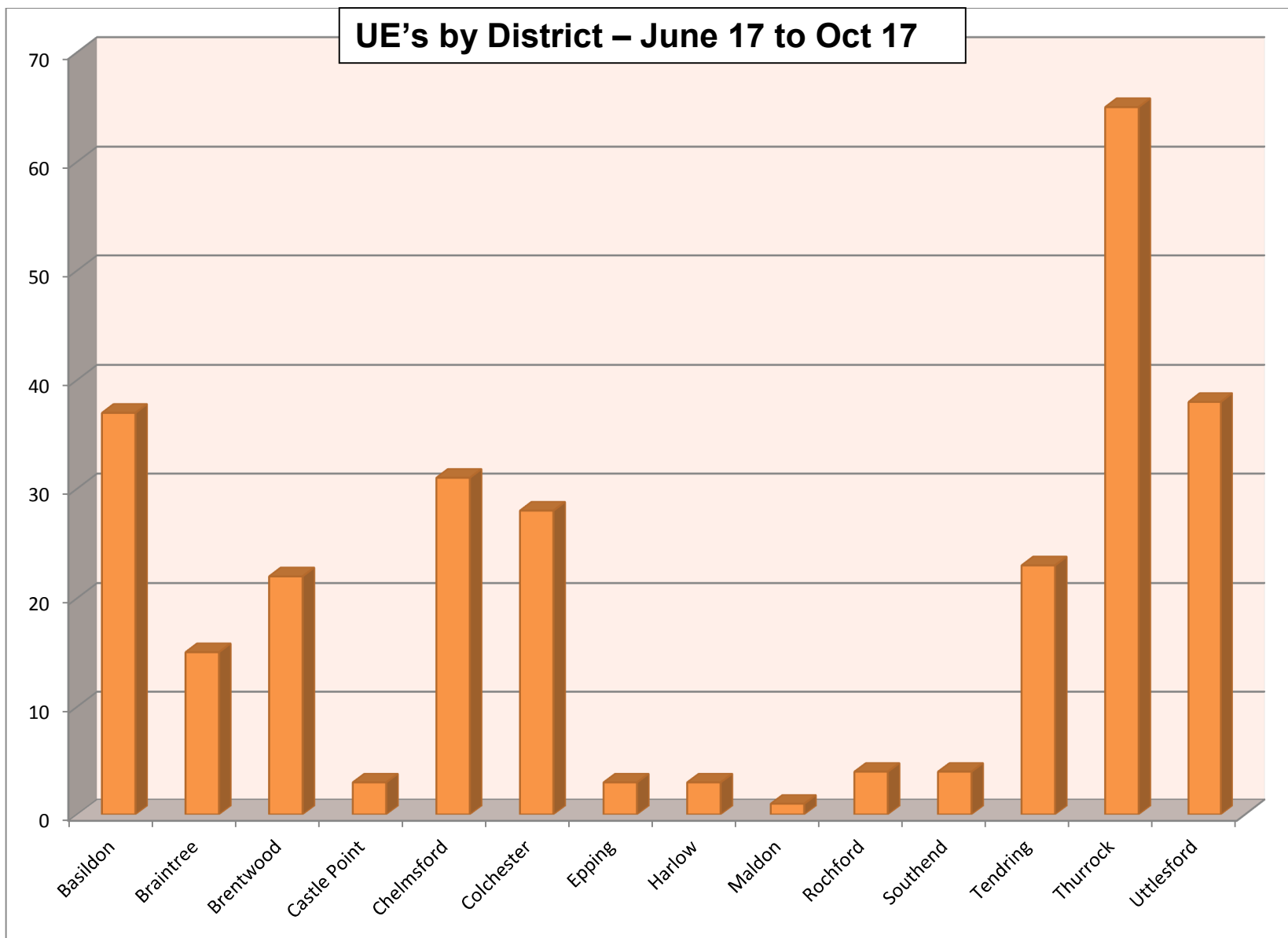
Partners need to be aware that, as per the Harlow action, injunction can often displace the offending groups, hence the success of any Basildon or Thurrock action could displace the groups to another authority in Essex.

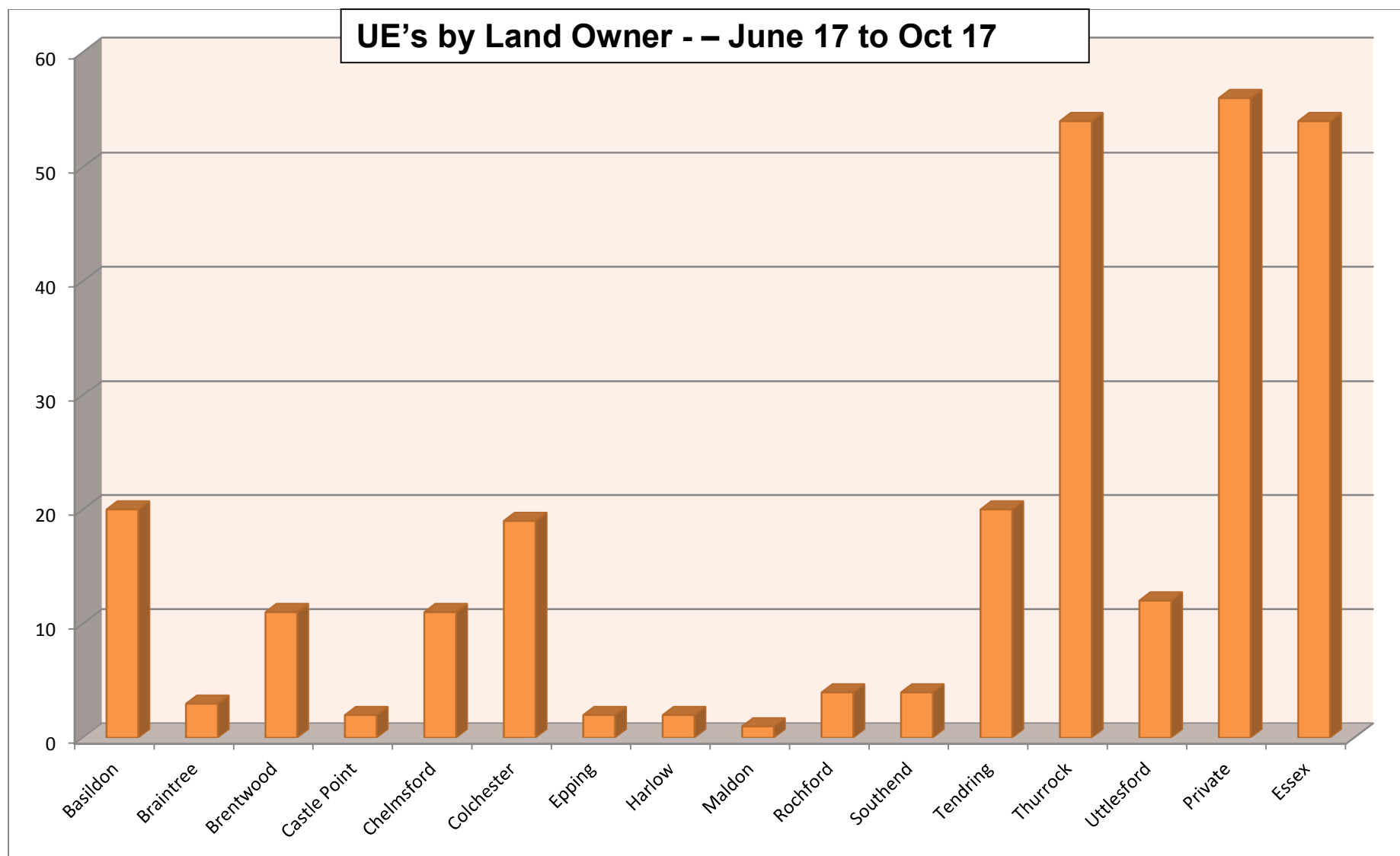
## Unauthorised Encampments - Performance

Objective	Sub Division	Target measure	Target	Timescale / Report period	Performance for Report period	Comments
UE visited within 1 working day		%	97%	Jun 17 to Oct 17	99%	Based on current volumes this is an exceptional performance
Number of encampments resolved through	negotiated departure	%	40%	Jun 17 to Oct 17	29%	Low performance as majority of court cases are with the persistent groups
	Court enforcement	%	60%	Jun 17 to Oct 17	55%	Exceeding target in percentage terms, although volumes are driving up the cost
Total	Section 77/8 Part 55 Section 61 Negotiated	No. No. No. No.	83 0 24 44	Jun 17 to Oct 17	Data only	
s77's complete within 10 working days		%	98%	Jun 17 to Oct 17	100%	Exceeding target
s77's complete within 7 working days		%	95%	Jun 17 to Oct 17	90%	Impacted by sheer volume

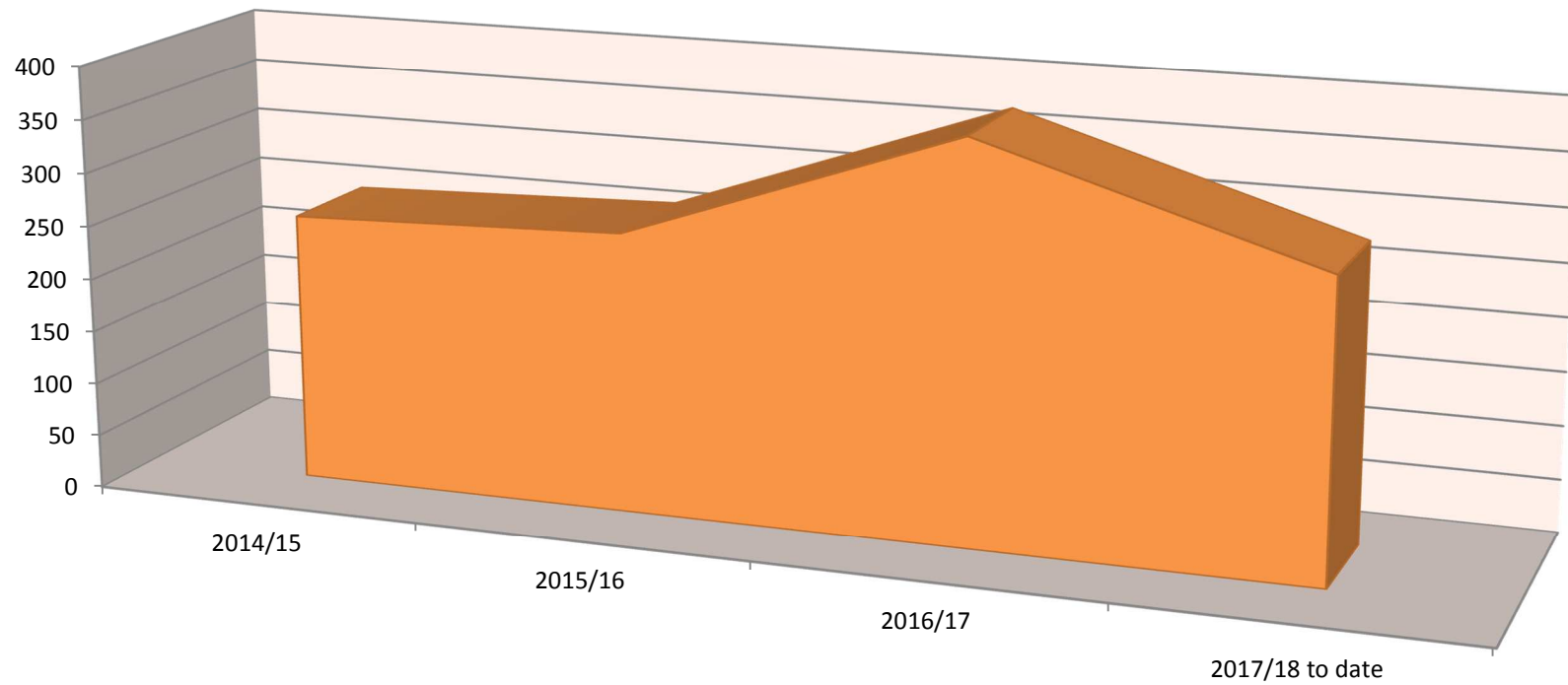
## Unauthorised Encampments - data

Sub Division		Timescale / Report period	Data for Report period	Comments
% of encampments where ECTU are involved		Jun 17 to Oct 17	77%	Increase from last period of 22%
Number of encampments	Partner	Jun 17 to Oct 17	151	
	Non-partner	Jun 17 to Oct 17	9	Non-partners may not share all of their encampment details.
	Private	Jun 17 to Oct 17	40	





## Essex UE's - 4 year Cycle



	2014/15	2015/16	2016/17	2017/18 to date
Series1	252	262	374	279

## **Ongoing structure/sustainability of the enforcement aspect of the Unit**

As stated at the last meeting, the original structure/funding model for the unit was based on the known encampment levels in 2012. It has been well reported re the step changes in numbers, and we have been trying to operate with the same resources and a reduced partner contribution – due to higher early reserve levels. To date, the 200% increase in demand and the resulting pressure on resources and significant increases in legal/bailiff costs etc has been offset, to a degree, but reserves. However, this last year has proved that something has got to give and we have utilised all of the remaining reserves to deliver the service.

The request to increase member contributions in year was requested at the Joint Committee in June requesting responses/confirmation by September. At the time of writing this report, 2 responses had been received.



## Police

Sgt Paul Downes is gathering his new Gypsy/Traveller liaison team for Essex Police. In conjunction with the single protocol being developed via the PCC, the Traveller section at Essex Police is being expanded to 4 x officers:-



Sgt Paul Downes

PC Matt Harkness

PC Adrian Ranson

PC A N other? To commence in December, plus the option to call on

PC ??? from Rural Crime if additional resource needed.

The intention is that the team will divided Essex up between them, but will still work across all areas when required or to cover shift patterns. The intention is that this team will operate on a 7 day a week, 8am to 10pm, and will attend all reported encampments. In addition to other works with Gypsy/Traveller and rural communities.

## Communications plan – for review - ongoing

External – we have experience some misleading reporting on a number of issues, which we seek to correct if the opportunity arises. However, as we do not necessarily see all press reports, this is not comprehensive. It remains a challenge to attract any publicity for the positive works carried out by the unit, whereas the minutiae of low impact encampments are reported in some areas.



Internal – we are starting to experience a number of issues in duplication/confusion re comms within the unit. For example, we are getting requests for additional members to be put onto the daily/weekly circulation lists of unauthorised encampments. This is resulting in multiple queries coming back in for a single authority on the same encampment. The setup of the unit was intended as the SPOC/Joint Committee member being conduits for the respective partners. Can we please discuss and agree the way forwards, as we have limited resource which can be overwhelmed where we have controversial encampments. Member awareness training – mentioned below, might head off some of the queries being raised.

Websites – We are still seeking to produce a stand-alone dynamic website dependent on available funding. This has not been progressed since the last meeting due to operational requirements.

## Transit Sites

Update to be provided by Paul Ashworth.



## Training

The following sessions have been delivered in the last 6 to 12 months:-



- Brentwood DC – to members, as a pre cursor to sign up to the unit.
- Colchester DC – to cabinet
- Basildon BC – to members
- Maldon DC – to officers – we now have a series booked for the remainder the year/early next.
- Chelmsford – 2 x training sessions to approx 60 officers booked and delivered in October
- Society of Local Council Clerks – Officers training day
- Rochford – initial member session booked for November but rescheduled to the new year
- Initial meeting with Basildon Hospital is going to extend to a formal training session for front line staff.
- Culture training delivered to Clergy and Helpers at Basildon Hospital October 2017 by Outreach.
- Requests for Adult Social Care for sessions for frontline officers.
- Training scheduled in November for **MARAC**

# Future of the Essex Countwide Traveller Unit

For <b>decision</b> (to agree a course of action)	X
For <b>discussion</b> (to generate ideas or formulate a position)	

## Purpose

The Essex Countywide Traveller Unit (ECTU) was established in 2012, creating a specialist multi-agency team to work with the Gypsy and Traveller Communities in a proactive and coordinated way. Working on behalf of partner organisations its focus has been on promoting equality through improving health outcomes, educational attainment, community engagement, fire safety and the management of unauthorised encampments in a fair and consistent manner. Over the past five years the environment in which the ECTU operates has seen various emerging issues, primarily related to the proliferation of and management of unauthorised encampments. Views are therefore sought to reviewing the future strategy and operation of the ECTU to ensure it remains at the forefront of how the public sector works with Gypsy and Traveller communities.

## Recommendation

To undertake a review of the current ECTU strategy to establish whether its current role needs redefining and resources are sufficiently adequate to ensure the service remains at the forefront of Gypsy and Traveller and partnership working over forthcoming years.

## Issue

Over the past five years the environment in which the ECTU operates has seen various emerging issues:

- Unauthorised encampments in Essex (UE's) have increased circa 190% (120 UE's – 2012, 350 UE's 2016), with a trend in larger, prolific encampments.
- Essex Local Authorities have sought to attain injunctions to suit their particular local circumstances.
- Increased calls upon Government to strengthen laws to tackle UE's.
- Changing the definition of Gypsy and Travellers for planning purposes.
- A call for a national approach to tackling UE's through the Association of Police and Crime Commissioners, seeking better coordinated solutions.
- Cabinet Member motion to attain better working relationships between Essex Local Authorities and Police
- Increased interest in pitch provision, developing transit sites, short-term or negotiated stopping places.

Consideration should therefore be given but not limited to:

- What role the ECTU has in terms of consultation and co-ordination in partner, non-partner and national initiatives that impact upon Gypsy and Traveller and settled communities.
- A greater co-ordinated approach to the alternative management of UE's. e.g. long and short term pitch provision.
- Whether human and financial resources are sufficient to meet and address growing demands.
- Whether the membership of the ECTU is broad enough to deal with in a collaborative and co-ordinated manner wider issues that may be associated to UE's, e.g. environmental or economic detriment.
- That the outcomes in terms of promoting equality throughout the Gypsy and Traveller communities are being sufficiently attained.

