

## Select Committee Agenda



### **Communities Select Committee Tuesday, 7th November, 2017**

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

**Council Chamber, Civic Offices, High Street, Epping  
on Tuesday, 7th November, 2017  
at 7.00 pm .**

**Glen Chipp  
Chief Executive**

**Democratic Services  
Officer**

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#### **Members:**

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

**SUBSTITUTE NOMINATION DEADLINE: 6.00pm**

#### **1. WEBCASTING INTRODUCTION**

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

The Chairman will read the following announcement:

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

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

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

#### **2. APOLOGIES FOR ABSENCE**

**3. SUBSTITUTE MEMBERS (MINUTE ITEM 39 - 23.7.02)**

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

**4. NOTES OF PREVIOUS MEETING (Pages 5 - 14)**

(Director of Governance) To agree the notes of the meeting of the Select Committee held on 5<sup>th</sup> September 2017.

**5. DECLARATIONS OF INTEREST**

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

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

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

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

**6. PRESENTATION FROM ESSEX POLICE'S DISTRICT COMMANDER**

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

**7. ANNUAL REPORT OF THE COMMUNITY SAFETY PARTNERSHIP (Pages 15 - 30)**

(Director of Communities) to consider the attached report.

**8. THE AGING POPULATION STUDY ACTION PLAN (Pages 31 - 38)**

(Director of Communities) to consider the attached report.

**9. GOVERNMENT'S PREVENT STRATEGY (Pages 39 - 42)**

(Director of Communities) to consider the attached report.

**10. TERMS OF REFERENCE/WORK PROGRAMME (Pages 43 - 52)**

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

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

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

**12. FUTURE MEETINGS**

To note the future meeting dates for this Committee:

11<sup>th</sup> December 2017 (Extra Meeting);  
16<sup>th</sup> January 2018; and  
13<sup>th</sup> March.

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**EPHING FOREST DISTRICT COUNCIL  
NOTES OF A MEETING OF COMMUNITIES SELECT COMMITTEE  
HELD ON TUESDAY, 5 SEPTEMBER 2017  
IN COMMITTEE ROOM 1, CIVIC OFFICES, HIGH STREET, EPPING  
AT 7.00 - 9.00 PM**

**Members Present:** Y Knight (Chairman), G Shiell (Vice-Chairman), R Baldwin, A Beales, L Girling, L Hughes, A Mitchell, S Neville, D Sunger, B Surtees, H Whitbread and A Yaman (Epping Forest Youth Councillor)

**Other members present:** S Stavrou, S Kane, J Lea, C Whitbread and J H Whitehouse

**Apologies for Absence:** R Gadsby and S Heap

**Officers Present** R Wilson (Assistant Director (Housing Operations)), R Wallace (Housing Options Manager) and A Hendry (Senior Democratic Services Officer)

**16. SUBSTITUTE MEMBERS (MINUTE ITEM 39 - 23.7.02)**

It was noted that Councillor S Neville was substituting for Councillor S Heap.

**17. NOTES OF PREVIOUS MEETING**

**RESOLVED:**

That the notes of the last meeting of the Select Committee held on 20 June 2017 be agreed.

**18. DECLARATIONS OF INTEREST**

Pursuant to the Officer's Code of Conduct, R Wilson, Assistant Director – Housing Operations, declared a personal interest in agenda item 6, Review of Housing Allocations Scheme, by virtue of his two children being on the District Council's Housing Register.

**19. TERMS OF REFERENCE/WORK PROGRAMME**

**(a) Terms of Reference**

The Select Committee noted their terms of reference.

**(b) Work Programme**

The Select Committee reviewed their work programme and noted that:

- **Item 5**, *6 month progress report on implementation of the ageing population* – will now go to the November 2017 meeting;
- **Item 6**, *annual diversity report of housing applicants and lettings* – will now go to the November 2017 meeting;
- **Item 7**, *annual report on the HomeOptions Choice based letting scheme* – this will also now go to the November 2017 meeting;

- Item 10, annual feedback on the success of the crucial crew initiative and proposal for future delivery – will now go to the November 2017 meeting;
- **Items 29 and 30** should have their dates swapped – item 29 will go to the November meeting and item 30 was at this meeting;
- **Item 32 and 33**, *Presentation from the CAB and Review of the funding to CAB for two debt advisors* – it was noted that the current CAB District Manager had recently resigned and therefore there may not be a presentation in November depending on when they fill that vacancy. Also because of this the Committee agreed that a report asking for the continuation of the funding of the debt advisors be submitted directly to the Cabinet in order to meet the budget deadlines.

**AGREED:** that if the CAB could not attend the November meeting to give their presentation, the Committee agreed that a report asking for the continuation of the funding of the debt advisors be submitted directly to the Cabinet in order to meet the budget deadlines.

## 20. REVIEW OF HOUSING ALLOCATIONS SCHEME

The Assistant Director, Housing Operations, Mr R Wilson introduced the review of the Council's Housing Allocations Scheme. The Council was legally required to have a Housing Allocations Scheme for determining priorities and the procedure to be followed in selecting a person for accommodation, or nominating a person to be a tenant for accommodation held by another Registered Provider of social housing.

Under Government Guidance, authorities were given powers to decide locally how accommodation should be allocated based upon local priorities and were empowered to allocate their accommodation in any way they saw fit, provided schemes were both legal and rational.

The Committee was therefore asked to review the Scheme, in order to consider whether any further changes were required, and to submit a report to the Cabinet on the outcome of its review and any recommended changes. Before this, it was suggested that the new draft Scheme be considered by an external Legal Advisor, prior to the statutory consultation being undertaken and the Cabinet considering the final scheme. In accordance with legal advice previously received, the consultation period was required to be 12 weeks.

### **Items under review:**

**Residency Criteria** - Under one aspect of the current Local Eligibility Criteria of the Scheme, in order to join the Council's Housing Register an applicant must have been resident in the District for **five** continuous years. The initial views of Cabinet members was that this should be increased, with any new applicant who has lived in the District for less than **seven** continuous years immediately prior to their date of registration, not qualifying for inclusion on the Council's Housing Register.

Councillor Neville asked how 7 years was arrived at? The meeting was advised that, when discussing initial views, Cabinet Members considered a residency criteria of 10 years, but felt 7 years would be a compromise. However, it was for this committee to make a recommendation to the Cabinet. The Housing Portfolio Holder added that many of our residents were searching for housing, and we did not have enough and so we were protecting this limited resource for local people. Councillor C Whitbread commented the Council only manages to house a limited number of people a year

and we should prioritise our residents. Councillor J H Whitehouse could see the reason for this but had concerns about people who moved away, say to university, for a few years and then came back. How would this affect them? And also, we needed to build more houses. Mr Wilson replied that the residency criteria had exceptions such as people in the armed forces, or people moving into the district for employment etc. there would be a number of exceptions around this criteria.

Councillor H Whitbread asked if family connections had been looked into and considered. Mr Wilson said that they had been considered and it was set out in appendix 3 of the report, although it was difficult to define 'family associations'. Councillor C Whitbread said it could be set to immediate family, such as son or daughter.

Councillor Sunger wondered if exceptions were made for people in special circumstances such as people with disabilities. Mr Wilson replied that there were some circumstances for people with special needs and this would be explained later.

**AGREED:**

That the Residency Criteria be increased, with any new applicant who has lived in the District for less than **seven** continuous years immediately prior to their date of application (subject to certain exceptions), not qualifying for inclusion on the Council's Housing Register.

**Financial Criteria of Local Eligibility Criteria** - Under the current Scheme, any applicant/s who, in the opinion of the Council, has sufficient funds including; annual income, residential property equity, savings, shares or other assets to enable them to meet his or her housing costs will be treated as not qualifying. The thresholds at which this criterion will apply are where the annual gross household taxable income added to any residential property, equity, savings, shares or any other assets, exceeds £76,000. Applicants are required to provide evidence of income and savings.

**AGREED:**

That the Financial Criteria should remain the same and that any applicant in the view of the Director of Communities, has deliberately disposed of assets by means of wilful deprivation within the last 6 years will not qualify.

**Serious Unacceptable Behaviour** - Under the current Scheme, any person (or a member of their household) who, within the previous 3 years, has been guilty of serious unacceptable behaviour sufficient in the opinion of the relevant Area Housing Manager to make them unsuitable as a tenant of the Council will be treated as not qualifying.

Officers had recommended that:

- (a) Any person (or a member of their household) who in the opinion of the relevant Area Housing Manager has in the previous **3 years** had serious rent arrears (including housing benefit and Court cost arrears) or had breached other tenancy conditions including damage, neighbour nuisance amongst others will be treated as not qualifying.
- (b) Any person (or a member of their household) who has committed acts of proven social housing fraud or proven offences under the Anti-Social

Behaviour; Crime and Policing Act 2014 or any other relevant legislation within the previous **7 years** will be treated as not qualifying.

The Committee debated this dual recommendation.

Councillor C Whitbread said that it was a privilege not a right to have a council house. He noted that Cabinet members were of the opinion that a set period of seven years be agreed and not three. Councillor Knight added that she has had experience of this type of behaviour in the past and agreed that the current penalties were not enough and was happy to have this extended to 7 years as standard.

Councillor Surtees commented that things set in stone were dangerous; housing was a right not a privilege. There should be some way for people to work their way back to be fit to have accommodation. He felt this proposal process appeared too mechanical.

Councillor Sunger agreed with Councillor C Whitbread, it was a privilege not a right.

Mr Wallace the Housing Options Manager, added that it was important to stress that applicants also had a right to have a review of any decision, firstly to the council and then to the ombudsman service.

Councillor Neville said he would prefer to have the 3 years “ban” for having serious rent arrears. It would be harsh to have a 7 year “ban”. Councillor Shiell commented that if this was mortgage arrears they would be evicted. Councillor Neville responded that would mean that people who were socially disadvantaged would get thrown out of their homes.

Councillor Stavrou said that they could get benefits and other types of help from our systems. This was aimed at people who thought that social housing was their right. It's there for people who genuinely cannot manage.

Councillor Baldwin noted that housing benefits were now paid at 90% and also no longer paid directly to the landlords. This was greater incentive for people to spend their money elsewhere. Mr Wilson explained about the Local Housing Allowance and the arrangements (and future arrangements) regarding housing benefit paid direct.

The Select Committee voted on whether they would support the three or seven year penalty.

**AGREED:** That it be recommended to the Cabinet, that any person guilty of serious unacceptable behaviour in the previous 7 years be treated as non qualifying.

**Penalties for refusal of offers of accommodation** - Under the current Scheme, any home seeker who refuses **two** offers of suitable accommodation for which they had expressed an interest within any period would have their application deferred for a period of twelve months.

Officers had recommended that:

Subject to the circumstances in the paragraph below, any home seeker who refuses **two** offers of suitable accommodation for which they have expressed an interest within any period have their application deferred for a period of 2 years.



However, it was further recommended that any tenant of the Council who was under-occupying and was wishing to move to smaller Council accommodation, who refuses **three** offers of suitable accommodation for which they have expressed an interest within any period, should have their application deferred for a period of **twelve months** with no change being made. This was in order to continue to encourage tenants to downsize. Furthermore, it would enable a Secure Fixed-Term Tenant who was under-occupying and nearing the end of their tenancy term to downsize more easily and remove the need to take enforcement action at the end of their tenancy.

Mr Wilson explained that if the tenants had security of tenure they could not be forced to move. But with fixed term tenancies, we could require them to move to a new (smaller) property at the end their fixed term provided they had not breached tenancy conditions.

Councillor S Kane asked how this would work for under occupiers, if we offered them a new property but they did not want to move, what next? Mr Wilson said we could proceed to court. The Government were saying that they wanted 5 years (fixed term) to be the norm; some exceptions could be brought in, say if the children were under 9 years old, they would like them to have a fixed term until they were aged over 19 years.

Councillor Lea asked if a person had a lifetime tenancy why would they only bid on three properties. Mr Wilson said the council had to draw the line somewhere, and if people were very choosy then the void times would increase.

Councillor Sunger said that we should help the people who wanted to downsize. Mr Wallace added that the whole scheme was geared around choice.

Councillor Neville noted that the report said if they "refused two suitable offers". Were there any unsuitable offers? Mr Wilson replied that there were, the offers had to be 'suitable' which had meaning in law.

Councillor C Whitbread asked how many people, per year, with lifetime tenancies asked to downsize. Mr Wilson replied about a dozen or so. Councillor Whitbread continued that a lot of people did not want to move, the biggest problem was freeing up three or more bedroom homes. Councillor Whitbread suggested that the Cabinet review the matter.

#### **AGREED:**

1. That the Select Committee recommends that any home seeker who refuses **two** offers of suitable accommodation for which they have expressed an interest within any period have their application deferred for a period of 2 years;
2. That the Cabinet considers the number of offers to be made to any tenant of the Council wishing to move to smaller accommodation before their application is deferred.

**Homeless Applicants** - That homeless applicants continue to be made one offer of suitable accommodation after receiving their S.184 decision letter, generally in flatted accommodation (including maisonettes). However, in order to discharge its main homelessness duty, the Council will offer homeless applicants a 2 year Secure Fixed-Term Tenancy to give some temporary stability in order to prepare them to make their own arrangements thereafter.

The Council had sought Legal Advice from Stephen Knafler QC on this suggested change. He advises that the Council could discharge its duty by offering an applicant a fixed-term tenancy as this would be an offer of accommodation under the Housing Act 1996 as amended by the Homelessness Act 2002, provided the offer was suitable. He further pointed out the issues around any applicant who is housed in this way that may become unintentionally homeless, and the statement that the Council would retain its duty to help [provide advice to] the applicant if they become unintentionally homeless at the end of the period.

Councillor Knight asked if they could come back after a two year secure fixed-term tenancy period, say after 6 months or so, and ask to be assessed as homeless again. Mr Wilson said they would need to seek Housing Advice and Assistance from the Council.

Councillor Hughes asked how they dealt with a homeless person when they first come in. Mr Wallace replied that they first looked at how they could prevent the homelessness, and if they could not do so they would ask if they were vulnerable or not. They could then provide interim assistance while they made enquiries.

**AGREED:**

That homeless applicants continue to be made one offer of suitable accommodation after receiving their S.184 decision letter, generally in flatted accommodation (including maisonettes). However, in order to discharge its main homelessness duty, the Council will offer homeless applicants a 2 year Secure Fixed-Term Tenancy to give some temporary stability in order to prepare them to make their own arrangements thereafter.

**Applicants living in Supported Housing** – the committee agreed the recommendation put forward.

**AGREED:**

That the current Residency Criteria for vulnerable people who are placed in supported housing schemes within the District be reduced from three years to two years in order to recognize the needs of vulnerable groups.

**Future review of the Housing Allocations Scheme** – the Committee agreed that the Housing Allocations Scheme be reviewed again following 3 years of operation with the revised scheme coming into force on 1 April 2022.

**Appendix 2:** Changes to the scheme -

Paragraph 7.4 – new wording agreed.

Paragraph 9.1 – agreed.

Paragraph 14.5 – agreed.

Paragraph 16.3 – agreed.

Paragraph 21 – agreed.

Appendix 4 – paragraph 1.61 – agreed to delete paragraph.

Appendix 4 – paragraph 1.6 – agreed to delete paragraph.

**Appendix 3:**

**Family Association** – Councillor J H Whitehouse asked if we still had a supplementary waiting list. She was advised that we did, it assisted in letting difficult to let properties. This was another exception to the residency criteria.

**AGREED:** The officer's recommendation was agreed.

**Employment in the District** – this was another exception to the residency criteria.

**AGREED:** the officer's recommendation was agreed.

**People who are needing to move to escape violence or harm** – the committee noted that this came about through recent case law, and created another residency criteria exception.

**AGREED:** the officer's recommendation was agreed that an additional criteria be added at Band C to cover those with a reasonable preference.

**People who are working or making a Community Contribution** –

**AGREED:** the officer's recommendation was agreed.

**RESOLVED:**

(1) That, the Communities Select Committee carried out a Review of the Housing Allocations Scheme and considered the suggested amendments to the Scheme set out at Appendix 1, 2 & 3 of the report. The items agreed are set out above;

(2) That, the agreed amendments are incorporated into the draft Housing Allocations Scheme, and the Scheme be considered by an external Legal Advisor;

(3) That any advice given by the external Legal Advisor be incorporated into the draft Scheme and a consultation exercise be undertaken, in accordance with Statutory Guidance, with all interested parties via the Council's Website, the Tenants and Leaseholders Panel, Registered Providers of Housing operating in the District, Local Councils and partner agencies with an interest in the Scheme;

(4) That a report be submitted on the proposed revised Scheme to the February 2018 meeting of the Cabinet for consideration, with the revised scheme coming into force on 1 July 2018; and

(5) That the next review of the Scheme be considered by the Committee following 3 years of operation, with the revised Scheme coming into force on 1 April 2022.

**21. CORPORATE PLAN KEY ACTION PLAN 2017/18 - QUARTER 1 PROGRESS.**

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

There were 50 actions in total for which progress updates for Q1 are as follows:

• Achieved or On-Target:	46 (92%)
• Under Control:	0 (0%)
• Behind Schedule:	3 (4%)
• Pending:	1 (4%)
Total	50 (100%)

20 actions fell within the areas of responsibility of the Communities Select Committee. At the end of Q1:

- 18 (50%) of these actions have been 'Achieved' or are 'On-Target'
- 0 (0%) of these actions are 'Under Control'
- 1 (5%) of these actions are 'Pending'
- 1 (5%) of these actions are 'Behind Schedule'

It was noted that for the delivery phase 1 of the council's Housebuilding Programme, to provide 23 new affordable rented homes there were 12 properties that were now occupied and the rest would be available at the end of September.

**RESOLVED:**

That the Committee reviewed the first quarter (Q1) progress of the Corporate Plan Key Action Plan for 2017/18 in relation to its areas of responsibility.

**22. CORPORATE PLAN 2018 - 2023**

The Committee noted that this new Corporate Plan will run from 2018 to 2023, and seeks to set out the journey the Council will take to transform the organisation to be 'Ready for the Future'. This plan seeks to link the key external drivers influencing Council services, with a set of corporate aims and objectives, grouped under three corporate ambitions.

The success of the new Corporate Plan will be assessed through the achievement of a set of benefits, focussed on what the Council achieves for customers. These benefits in turn are evidenced through a set of performance measures.

This new draft plan was at this meeting for the Select Committees to review its layout and ease of understanding. It had also gone or will be going to the other three Select Committees, the Overview and Scrutiny Committee, customers, partners, businesses and staff. This new Corporate Plan aspired to be written in a way that can be easily understood by customers.

**RESOLVED:**

Upon reviewing the benefit maps in appendix 2 the Committee thought that they were "too busy" to be easily followed and not easy to read. They would

like it simplified and perhaps broken down in smaller sections and put into plain English.

### 23. KEY PERFORMANCE INDICATORS 2017/18 - QUARTER 1 PERFORMANCE

The Committee noted that the Local Government Act 1999 requires that the Council make arrangements to secure continuous improvement in the way in which its functions and services were exercised, having regard to a combination of economy, efficiency and effectiveness.

As part of the duty to secure continuous improvement, a range of Key Performance Indicators (KPI) relevant to the Council's services and key objectives, were adopted each year by the Finance and Performance Management Cabinet Committee. Performance against the KPIs was monitored on a quarterly basis by Management Board and Overview and Scrutiny to drive improvement in performance and ensure corrective action is taken where necessary.

A range of thirty-two Key Performance Indicators (KPIs) for 2017/18 was adopted by the Finance and Performance Management Cabinet Committee in March 2017. The KPIs were important to the improvement of the Council's services and the achievement of its key objectives, and comprise a combination of some former statutory indicators and locally determined performance measures. The aim of the KPIs was to direct improvement effort towards services and the national priorities and local challenges arising from the social, economic and environmental context of the district, that are the focus of the key objectives.

The overall position for **all** 32 KPIs at the end of the Quarter 1 was as follows:

- (a) 27 (84%) indicators achieved first quarter target;
- (b) 5 (16%) indicators did not achieve first quarter target, although 1 (3%) of KPIs performed within the agreed tolerance for the indicator.

**Communities Select Committee indicators** - Nine of the Key Performance Indicators fall within the Communities Select Committee's areas of responsibility. The overall position with regard to the achievement of target performance at Q1 for these nine indicators was as follows:

- (a) 9 (100%) indicators achieved target;
- (b) 0 (0%) indicators did not achieve target, and
- (c) 0 (0%) of these KPI's performed within the agreed tolerance for the indicator
- (d) 9 (100%) of indicators are currently anticipated to achieve year-end target.

#### **RESOLVED:**

That the Communities Select Committee noted the first quarter performance of the Key Performance Indicators within its area of responsibility.

### 24. ATTENDANCE BY ESSEX POLICE DISTRICT COMMANDER

The Committee noted that the Essex Police District Commander would be attending their 7<sup>th</sup> November meeting.

They agreed that the meeting should be held in the Council Chamber and that it should be webcast as there would significant public interest. All members would be invited to attend and ask questions.

An item will be put in the Council Bulletin.

Members of the public wishing to ask questions should route them through their district representatives to be asked on their behalf on the night.

If members had any questions they should send it to Adrian Hendry in Democratic Services who would co-ordinate with Safer Communities and relay the questions to the District Commander before the meeting so that an answer could be prepared.

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

The Chairman would give a general feedback to the forthcoming Overview and Scrutiny Committee on this meeting's activities, highlighting the Housing Allocations Policy and the upcoming visit of the Police District Commander.

**26. FUTURE MEETINGS**

The Committee noted the dates of their future meetings.







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## CSP - Chair introduction

Comments from Community Safety Manager – Caroline Wiggins

This has been a most difficult year for Community Safety, with the very sad and unexpected loss of Councillor Gary Waller, Chair of the Community Safety Partnership.

Gary was a real advocate for Community Safety and worked hard to support and protect the more vulnerable members of our community, using his knowledge, passion and skills to help maintain a high profile for the work of the CSP and Council's Community Safety Team. He also played an important and active role within Essex, as part of the Police and Crime Panel and Safer Essex forum and was held in very high esteem by his fellow Members and all staff and partners who worked with him. His commitment, sensitivity and wealth of experience will be greatly missed.



## Overview of 2016/17

Over the last year, we have seen a relentless escalation in incidents of crime and disorder in the Epping Forest District, which has impacted significantly on the workload of the Council's Community Safety Team, who are responsible for addressing the priorities of the Community Safety Partnership. Notably, there has been an increase in the number of ASB and particularly youth nuisance issues across many areas of the district. The Council's Community Safety Team has worked in very close collaboration with colleagues from Essex Police in order to pool resources to address these issues, with some excellent successes.

Other elements of Community Safety work have been further developed in partnership with local and county-wide colleagues, include the excellent J9 Domestic Abuse initiative, which has been expanded across Essex and now provides much needed training, support and resources to teams in Job Centres, local authorities and the voluntary sector.



Raising awareness of Domestic Violence: In September 2017 Colchester Jobcentre showed their support to the J9 Domestic Abuse initiative by displaying the J9 logo.

The great work carried out on 'Secure By Design', which is a partnership between the Council's Community Safety Team and Essex Police has also achieved high level recognition from Secured by Design at the national Association of Public Service Excellence conference in September. The initiative was promoted as an exemplar across the county and nationally.

The introduction of the concept of Community Safety Hubs by Essex Police and the Essex Police and Crime Commissioner in 2016/17, has helped to consolidate the ethos of partnership working across agencies to address crime and ASB, and in the Epping Forest District, it has assisted the further strengthening of what was already a valuable and important relationship between local partners.

# How the Community Safety Partnership works

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

Epping Forest CSP consists of a mix of statutory and voluntary sector bodies, including; Essex Police, Epping Forest District Council, Essex Fire and Rescue, the Community Rehabilitation Company (CRC), the National Probation Trust, Trading Standards and Voluntary Action Epping Forest. Other agencies are also invited to attend, including local Town and Parish Councils, The Corporation of London (Epping Forest), Epping Forest College and representatives from Health.

The Strategic Board of the Partnership meet on a quarterly basis and much of the work emanating from the CSP is undertaken and lead by the Council's Community Safety Manager and Team, who work to address priorities identified within the District Strategic Intelligence Assessment, which is undertaken annually.

## Day to Day Operation

Representatives from the Community Safety Team participate in Essex Police District Tasking meetings on a fortnightly basis, to assist with the response to any emerging issues within the district and address the selected priorities adopted within the annual strategic assessment. District Tasking is currently carried out by a call conference facility, saving officer time travelling to a police station, but there are plans underway to install a video conferencing facility within the Council's Community Safety offices in 2017/18.

The Council also provides hot desking facilities in the Community Safety office, which continues to be used regularly by police colleagues, including Crime Prevention Tactical Advisor, Essex Watch Coordinator, district police Management, the Community Policing Team and other specialist officers. Essex Police have also implemented a daily call briefing with the Council's Community Safety Team, which enables review of significant incidents over the previous 24 hours and a valuable forum for discussion in respect of any planned deployment of resources, or operational activity.

A further enhancement to this collaborative working with Essex Police has been the installation of police radio communications in the Community Safety Office in January 2017, which had increased the effectiveness of the councils' CCTV systems, allowing CCTV to communicate directly with Essex Police Force Control Room in times of urgency. This has greatly improved 'real time' communication and enabled an effective and efficient response to incidents throughout the district.

The combination of these actions has had a very positive effect in respect of coordinated working and highly effective intelligence sharing between Essex Police and the Community Safety Team.

## **Analytical and other Support**

Responsibility for analytical support for the Community Safety Partnership (CSP) was transferred from the Council to Essex Police in late 2016 and the police now host dedicated analysts for each Local Policing Area (LPA) at their headquarters. Analytical information is essential for a targeted and cost effective approach to community safety work and ensures good management and performance oversight.

The regular hosting of the local Essex Police Crime Prevention Tactical Advisor (CPTA) has proved to be very successful, with his 'designing out crime' skills contributing to the oversight of the Council's new house building strategy. All new social housing commissioned by the council now will meet Secured By Design standards in terms of layout, design and security.

## **Work with High Risk Victims of Abuse**

Work to protect high-risk victims of abuse is high on the CSP agenda and the Community Safety Team addresses this by carrying out security assessments, jointly with the Police Crime Prevention Tactical Advisor (CPTA). Following a visit to the home of a victim, a range of recommendations are made to improve physical security of homes and agree risk management action planning.

In extreme cases where a victim is at serious and imminent risk of harm, the Council's Housing Services and Community Safety Team provide funding for a Sanctuary or Safe Room Scheme. Recipients of this scheme do not need to be Council tenants to qualify. A home visit is arranged with the victim that includes the Council, a police representative and officer from the Fire Service, who advise on an adequate means of escape and arrange for physical safety measures to be installed. The installation is completed by the Council's Repairs Team or approved contractors and the works are approved to Home Office recommendations. Following this, a final 'sign-off' visit is undertaken by police and Community Safety to ensure the victim is confident in using the equipment and that it functions as it should.

The council also delivers a similar home security assessment and advice service to medium-risk victims, using the skills of a volunteer who is a retired police Crime Reduction Officer.

## **CSP Casework - examples of vulnerable residents**

The following case studies provide examples of the type of cases that are dealt with by CSP partners, who work together to support vulnerable victims.

### **Case one**

Police alerted EFDC to a very high-risk domestic abuse victim. The perpetrator had served prison sentences for committing violent crime including armed robbery and the manslaughter of a partner, whilst living abroad. He was also suspected of killing a second person. The perpetrator was the biological father of the victim's young son, but had never seen him. The perpetrator had been diagnosed as being psychotic and unstable and was due to be released from custody to an Approved Premises imminently.

### Case one continued

The Council's Community Safety Team was asked to arrange and carry out an urgent Sanctuary Room survey, as the assessment and any subsequent installation was time critical. Officers from Community Safety, Police, Fire Service and EFDC Repairs Team carried out a joint assessment and with the knowledge and agreement of the victim, commenced work on target hardening the house immediately. Work was completed within two working days and successfully signed off.

### Case two

The Council's Community Safety Team Investigator was tasked with dealing with a serious ASB case. The investigation was complex and involved a very real and serious risk of harm to an elderly housebound lady, by her neighbour. The investigation involved the collaboration of officers from EFDC Safeguarding and Housing Team, the Police, Social Care and Mental Health teams. A comprehensive plan of action was developed involving all officers led by the Council's Investigator. As a result of a co-ordinated response, the actions taken to protect the lady were successful with a very positive outcome to the case. The Council's ASB Investigator's actions were formerly recognised by the Police Commander of the *West local Policing Area (LPA)* with a citation which stated, *'West LPA Command Team wishes to formerly recognise Paul Southgate of Epping Forest District Council – for the professionalism and dedication shown in managing the risk around a male with mental health issues, who presented a serious danger to members of the public - we thank you for your continued commitment and contribution towards protecting and serving Essex.'*

### Case three

The Community Safety Team identified a housing property where the occupant was being exploited by drug dealers and his home was being used for the supply and use of drugs. Working with local residents affected by the problem, Housing Officers and the Police 'Operation Raptor' Gangs Unit, the Community Safety Team obtained a Closure Order for the property excluding anyone entering it who was not name on the order. Police carried out a pro-active investigation and arrested a drug dealer in the act of re-supplying Class A drugs to the house. They proceeded to raid the property, arresting two further males for possession of Class A drugs. As a result, the tenant was referred to Social Care and is no longer being exploited and the property is back in the Council's control. Three men appeared at Chelmsford Crown Court charged with drugs offences. One pleaded guilty to possession with intent to supply heroin and crack cocaine. He received a sentence of 40 months imprisonment. The other two men pleaded guilty to possession of Class A drugs and received prison sentences of six and four months. This case demonstrates the Council's Community Safety Team being involved in a coordinated investigation with many different service areas, organisations and the public, to obtain a positive result, which has improved the quality of life for all those affected.

# CSP funding 2016-2017

Organisation	£
<b>Police Crime Commissioner (PCC) – core funding 25,896.00</b>	
ASB Contingency	750.00
J9 DA Week	1,500.00
Partnership Analyst	2,100.00
Home Safety Scheme	5,500.00
Volunteer Police Cadets	750.00
CSP Contingency	4,296.00
OP Teutonic	3,500.00
Gangs Project	1,500.00
Education & Training	2,000.00
PCC Funding J9	4,920.00
PCC Funding Domestic Homicide Review (DHR)	4,000.00
Epping Forest District Council - £24,080.00	
Community Safety Volunteering	2,400.00
Partnership Co-ordinator	5,000.00
Older Peoples Safety Event	2,500.00
Safe & Sound	5,500.00
Crucial Crew	8,030.00
Volunteer Police Cadets	650.00
High Sheriffs Funding J9	750.00
Essex Fire & Rescue – Firebreak	4,000.00
CSP Section 106 Funding – CSP Admin Support	1,000.00
Schools funding (Crucial Crew)	11,322.00 (breakdown below)
Epping Forest Schools	6,672.00
Brentwood Schools	4,650.00
<b>Overall total</b>	<b>78,874</b>



# Performance summary highlights 2016-17

## 1. Crucial Crew

Crucial Crew is an annual initiative which is facilitated and delivered by the Council's Community, Health & Wellbeing Team in liaison with the Community Safety Team. It is specifically designed to educate and encourage primary school pupils in Year 6 (10 years), to be aware of personal health and safety at home and in the community.

In the review year, over 1500 pupils participated in 10 interactive scenarios, lasting 10 minutes each, which were delivered by a range of agencies. These scenarios are reviewed and modified each year, to ensure the themes covered are relevant and appropriate and take into consideration emerging trends or issues. In 2016, the scenarios were as follows: -

- Online safety, cyber bullying and child sexual exploitation (CSE) – Essex Police
- Alcohol and drug awareness – AlcoHelp
- Bullying and peer pressure – Red Balloon Family
- Healthy eating and physical activity – ACE (NHS)
- Smoking awareness - Provide (NHS)
- Anti-social behaviour and environmental responsibility – EFDC
- Road safety awareness - Essex County Council
- Fire safety – Essex County Fire & Rescue Service
- Safety around construction sites – Mears
- Safety around large vehicles – Sainsbury's

Every pupil who attended the event was given a special Crucial Crew work book, to help them remember the messages of the event and to assist teaching staff to re-visit and explore these in more detail after the event. In addition, each school was provided with a Teacher's Information Pack, which contained lesson plans associated with each scenario and provide links to additional resources available, in order that follow up classroom work can be facilitated.

Crucial Crew was staged at Debden House in Loughton for the first time in 2016, as for 9 years prior to this the initiative took place at the Gilwell Park Scouting Headquarters in Epping Forest. The decision to relocate to Debden House in 2016 was taken following notification that there would be an increase of £2,000.00 in rental costs for Gilwell Park facilities. The cost and availability of alternative venues is reviewed on an annual basis, along with the need to accommodate the ever changing scenarios that will be delivered and large assembly space required. Debden House proved to be an excellent alternative venue, which offered flexible room space and an inspiring setting from which to deliver the impactful scenario sessions.



## 2. J9 Domestic Abuse Initiative



As mentioned in the CSP Overview, the J9 Domestic Abuse Awareness Programme which originated in Epping Forest has gone from strength to strength and has been running in West Essex for over 5 years. Named in memory of Janine Mundy, who was killed by her estranged husband which he was on Police Bail, the J9 initiative was set up by Janine's family and the local police in Cambourne, Cornwall, where she lived. It aimed to raise awareness of domestic abuse and assist victims to seek the help they so desperately need, by promoting its pink heart (J9) branding, to show people where they can access support.

J9 training is delivered in Essex, by Safer Places, who are a Third Sector organisation who provide a safe haven and wide range of support for victims of abuse. It is designed to ensure that attendees from all agencies are provided with the knowledge and confidence to enable them to respond appropriately and effectively to any concerns that are presented to them.

The project now has a mailing list of over 600 professionals and service providers across Essex who have attended the training and who promote the initiative within their respective organisations. All resources from the training are available on a dedicated site hosted on the Epping Forest District Council (EFDC) Website and where possible, Epping Forest CSP provides regular updates and twice yearly newsletter to all attendees. The website, J9 resources and the mailing list is currently maintained by the Epping Forest Community Safety Manager.

In 2016-17, J9 was rolled out to all Job Centres across Essex and a grant was secured from the High Sheriff of Essex, via Epping Forest CSP, to deliver training in the Department of Work & Pensions Service Centre in Basildon.

This initiative and work of the Council's Community Safety Manager, Caroline Wiggins in developing it, was formally recognised at the High Sheriffs Awards, which were held at Hylands House in Chelmsford, on the 15<sup>th</sup> March 2017, where the J9 Domestic Abuse Project was awarded the Essex County Council 'Bowl' in recognition of its' valuable service to community safety in the County.



### 3. Domestic Homicide Reviews (DHR)

The CSP has been responsible for undertaking one Domestic Homicide Review (DHR) in this review period, as part of its' statutory obligation for the Epping Forest District.

The review arose from the death of a female resident of the district, aged 35 years, who died as a result of an assault by her husband.

The DHR was conducted by a Review Panel in accordance with statutory guidance under section 9 of the Domestic Violence, Crime and Victims Act 2004.

The Review Panel was chaired by a retired Detective Chief Inspector and made up of representatives from organisations that were directly involved in the case or those who could provide advice on the review, to the panel.

The review examined agency responses and any support provided to the victim prior to her death and considered their involvement and contact with the victim and perpetrator, for the period 1 May 2015, until the victim's death in February 2016.

The review was completed and sent to the Home Office for approval in August 2017.

The perpetrator was convicted of murder and arson and was sentenced to life imprisonment with a minimum term, before parole, of 24 years.

### 4. Future DHR Reviews

The statutory requirement for initiating and undertaking a DHR has to date been the responsibility of the Community Safety Partnership (CSP) in which 'the victim was normally resident' or where 'the victim was last known to have frequented.'

However, in future, within Southend, Essex and Thurrock (SET) it has been agreed that this process will be centralised and coordinated by the SET Domestic Abuse (DA) team.

Centralisation of DHR's will not mean withdrawal of responsibility for DHRs from individual local CSPs, as they will still hold the statutory responsibility as per Home Office guidance. The changes that will be made include: -

- Centralised co-ordination of all DHR processes;
- Support for all DHR Panels;
- A central point liaison on all DHR issues for all agencies;
- The ability to monitor and report on the implementation of all DHR recommendations to CSPs and the Home Office.

DHR "Core Groups" will be drawn together and chaired by the SET DA team, with local CSP representation to establish whether a DHR is appropriate. If it is agreed that a DHR should be initiated, the DHR Core Group will instruct the SET DA Team to appoint a DHR Independent Chair/Report Writer. The SET DA Team will then arrange a briefing meeting with the appointed DHR Independent Chair and will inform the Coroners' office of the commencement of a DHR. The Independent Chair of the DHR, with advice from the SET DA Team and DHR Core Group, will agree the membership of the Review Panel for the DHR.

## 5. Community Safety Certificates Achievement

The review year, has seen acknowledgement of a range of community safety work delivered in the Epping Forest District, including individual recognition highlighted within this report.

In addition to accolades related to specific pieces of work, **Paul Gardener**, Community Safety Officer at the Council and **Tony Ellis**, volunteer Crime Prevention Assistant for the district in a ceremony at Essex Police Headquarters. They were presented with Certificate of Achievement awards on 31 January 2017.

These were part of the presentations made to over 50 volunteers who work to support Essex Police. They were presented by The High Sheriff of Essex Lorna Rolfe, Deputy Police and Crime Commissioner for Essex Jane Gardner and Assistant Chief Constable Maurice Mason.



In addition, Paul Gardener received a special presentation from Assistant Chief Constable Maurice Mason, acknowledging the commitment to working in partnership with Essex Police, the first award of its kind.



## 6. Trading Standards - Fireworks Test Purchasing



As part of its work to reduce fear of crime and protection of vulnerable victims, the CSP works with organisation such as Trading Standards to address issues such as telephone and doorstep fraud and under-age purchasing.

In the run-up to Bonfire Night 2016, Essex County Council Trading Standards Officers worked with the Council's Community Safety Team to provide businesses with advice on preventing the sale of fireworks to those who are underage. By law, people have to be 18 years old to buy fireworks and shopkeepers are encourage to follow the Challenge 25 initiative, whereby they ask anyone who does not look like they are 25 years old, for ID.

Test purchasers of 18 years old were sent in to try and buy fireworks at 15 shops across the Epping Forest District, and under 'Challenge 25' the volunteer should have been challenged in every shop. However, three of the shops failed to check for ID and sold fireworks to our volunteers. These three shops were given further advice before being test purchased again, this time with a 16 year old volunteer. Two out of the three shops sold again, this time making an illegal sale.

Protecting young people from purchasing age restricted products, such as fireworks, is a priority of the CSP and this exercise demonstrated that the majority of local businesses did take on board the advice provided by officers – helping to ensure that everybody has a safe and enjoyable Bonfire Night this year. Further action has been taken in regard to the two underage sales.



# Appendix one

## Essex Police performance summary - March 2016 to April 2017

Top Level		Offences			
Crime Type	% DA 2017	2016	2017	# diff.	% diff.
Anti-Social Behaviour (incidents)	-	3554	3668	114	3.2
All Crime (excl. Action (NFIB) Fraud)	9.9	7519	8616	1097	14.6
- State Based Crime	3.7	753	949	196	26.0
- Victim Based Crime	10.7	6766	7667	901	13.3
Victim Based Crime		Offences			
Crime Type	% DA 2017	2016	2017	# diff.	% diff.
Violence Against the Person	34.0	1818	2101	283	15.6
- Homicide	-	2	0	-2	-100.0
- Violence with Injury	36.6	692	807	115	16.6
- Violence without Injury	32.5	1124	1294	170	15.1
Sexual Offences	13.0	123	146	23	18.7
- Rape	19.6	37	56	19	51.4
- Rape - Under 16 yrs	0.0	11	21	10	90.9
- Rape - Over 16 yrs	31.4	26	35	9	34.6
- Other Sexual Offences	8.9	86	90	4	4.7
Robbery	1.0	84	103	19	22.6
- Robbery of business property	0.0	6	6	0	0.0
- Robbery of Personal Property	1.0	78	97	19	24.4
Theft Offences	0.4	-	4254	-	-
- Burglary	0.0	-	1188	-	-
- Burglary Residential	0.0	-	758	-	-
- Burglary Business & Commercial	0.0	-	430	-	-
- Burglary Dwelling (pre-Apr 17 definition)	0.0	670	747	77	11.5
- Burglary Other (pre-Apr 17 definition)	0.0	388	441	53	13.7
- Vehicle Offences (incl. Interference)	0.3	1246	1455	209	16.8
- Theft from Vehicle	0.2	708	864	156	22.0
- Theft of Motor Vehicle	0.0	412	428	16	3.9
- Vehicle Interference	0.0	126	163	37	29.4
- Theft	0.7	1554	1611	57	3.7
- Theft from the Person	1.3	83	75	-8	-9.6
- Theft of Pedal Cycle	0.0	71	55	-16	-22.5
- Shoplifting	0.0	444	481	37	8.3
- Other Theft	1.1	956	1000	44	4.6
Criminal Damage inc. Arson	6.5	883	1063	180	20.4
- Criminal Damage	6.7	861	1037	176	20.4
- Arson	0.0	22	26	4	18.2
Racial/Religiously Aggravated Offences	0.9	70	106	36	51.4
Hate Crime HO Definition	4.1	98	169	71	72.4
State Based Crime		Offences			
Crime Type	% DA 2017	2016	2017	# diff.	% diff.
Drug Offences	0.0	191	216	25	13.1
- Trafficking of Drugs	0.0	46	33	-13	-28.3
- Possession of Drugs	0.0	145	183	38	26.2
Possession of Weapons	2.3	44	43	-1	-2.3
Public Order	4.4	416	568	152	36.5
Miscellaneous Crimes against Society	7.4	102	122	20	19.6

October 2017



## **Report to Communities Select Committee**

**Date of meeting: 7<sup>th</sup> November 2017**

**Subject: Impact of an Aging Population**

**Officer contact for further information:** J Chandler (01992 564214)

**Committee Secretary:** A. Hendry (01992 564246)

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### **Recommendations/Decisions Required:**

**That the Communities Select Committee receives a progress report on the implementation of the Impact of An Ageing Population Action Plan.**

### **Report:**

1. In 2015/16 the Council carried out a comprehensive study into the impact of an ageing population in the Epping Forest District, which generated over 40 recommendations for the Council and a range of statutory and voluntary sector partners, to address. These were translated into a detailed action plan, which has been in progress since October 2016 and this report seeks to provide an update to the Communities Select Committee, on the progress and successful implementation of key areas of work.

2. ONS 2012 - based principal projections suggest that the district is already made up of around 52,000 people aged 50 and over, of which nearly 2000 residents have dementia, and it is predicted that by 2025, these numbers will increase to 58,000 people aged over 50, and 3,500 people living with dementia.

3. Although we had an overview of these population projections for the District, the study enabled us to increase our understanding of our future resident population and provided the opportunity for the Council to consult our existing older residents, on their expectations and service needs as they age, providing an insight into preferences and choices that they would ultimately make, in respect of their future lives in the Epping Forest District.

4. Over 300 local people of 55 – 95 years of age, from a range of demographics and areas of the district were consulted on a face to face basis as part of the study, along with all key EFDC staff and professionals from West Essex Clinical Care Commissioning Group, Essex Public Health and Age Uk. The focus of the consultation was on three main themes and these were;

- Health and Wellbeing;
- Living in the District; and,
- Communication and Engagement

5. Structured consultation sessions were provided for a series of focus groups, which included very elderly (and less active residents), physically active older people and older people already involved in some form of voluntary activity across the district. This provided a good cross section of views and input, and consistency was applied to each session, based around each theme of discussion.

6. All statutory and voluntary sector partners involved in the study were delighted with the work undertaken, as the findings have been used to improve and develop their own services to the public.

7. Many of the actions stated in the Ageing Population Action Plan, have been successfully implemented and 'closed', but the plan also includes longer term development activity and service provision and it is planned to report progress on these, on an annual basis.

8. The attached Action Plan provides details of all actions and progress to date.

**Reason for decision:** On production of the Study Report, it was agreed that the Communities Select Communities would receive updates on the progress made on the Ageing Population Action Plan.

**Options considered and rejected:** N/A

**Consultation undertaken:** N/A

**Service review:** N/A

**Resource implications:** There have been no increases in budget required from the Council, to date.

**Personnel:** A range of staff within the Council are responsible for delivering on actions and particularly the Council's Community, Health and Wellbeing Team.

**Land:** N/A

**Community Plan/BVPP reference:** The study was a Corporate Plan priority.

**Relevant statutory powers:** N/A

**Background papers:** Impact of An Ageing Population Study full report and Executive Summary.

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

**Key Decision reference:** (if required) N/A



## Impact of Ageing Population Recommendations - **Action Plan**

### **Health and Wellbeing**

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Recommendation	Action Required	Timeframe	Lead/s	Progress to date
1. Develop improved collaborative working across Epping Forest District Council (EFDC), Essex County Council (ECC) and West Essex Clinical Commissioning Group (West CCG), to provide early intervention and health improvement (preventative) activities for older people	Meeting to be arranged with key commissioners from West CCG and Essex CC on monthly basis initially.  Joint delivery plans to be agreed.  Wider range of preventative activity provided across the District.	Start Oct / Nov '16	JChandler  JChandler GWallis	JCh & AD PSH now attend West Integrated Older People's Partnership Board (CCG and partner meeting ).  JCh and GW now attend West Public Health Group with ECC (meets bi –monthly) and JCh attends Essex Public Health Member and Officer Group.  Communities staff now attend EF Neighbourhood Hubs, which include GP's and other NHS service providers  JCh & GW meeting with CCG and ECC on monthly basis  EF Age Well stakeholder group established, meeting on a bi-monthly basis with external colleagues
2. EFDC (Community Services) to work with partners from the public, voluntary and private sectors to establish Dementia Friendly Communities across the whole of the Epping Forest District.	EFDC to meet with the Alzheimer's Society to develop an action plan for the roll out of Dementia Friends training across the Council and to businesses within the district.  Funding to be sought in respect of setting up the EF District Dementia Action alliance.	Start Dec '16	GWallis JWarwick	EFDC staff trained to deliver Dementia Friends training. Rolling training programme being undertaken across Epping Forest District for people of all ages. People trained to date include Epping Fire Fighters, EF Youth Council, a range of young people in secondary schools, local voluntary groups and Haslers Accountancy Firm, (who are Chairing the Dementia Action Alliance).  Dementia Action Alliance now set up in EFD and meeting regularly.
3. ECC Adult Social Care and West Essex CCG to develop a formal integrated care approach to services for older people in the district, to include support from EFDC (Community Services and Housing) for delivery of local preventative projects and initiatives.	Planning meeting to be held with ECC Social Care and CCG to consider Housing and other welfare issues	Sept '16	JChandler	Regular EFDC staff attendance at joint meetings with ECC and WE CCG. Specific Housing and CCG meeting held in respect of Sheltered housing concerns related to elderly people with Mental Health issues. Support and training now given to Sheltered Scheme Managers by NHS staff to enable them to deal with sheltered residents with dementia and mental health problems.
4. All partners to work together to encourage and support older people in maintaining good health, through	Epping Forest Health and Wellbeing Board to include this action within its' work programme, to ensure	Commence Nov. '16	GWallis ECC Public	Older People's working Group (Age Well) Meetings being held on bi-monthly basis  West LA Public Health Group set up.

	regular physical activity; falls prevention; activities to reduce isolation and provision of accessible flu jabs, eye tests etc.	coordination of activities and prevent duplication		Health	New Active Living programme developed and commenced in Waltham Abbey and Epping, with funding from Active Essex, providing re-ablement / lifestyle behaviour change.  Community Services seeking funding to provide falls prevention work including core stability and home aids.
5.	Partners to work together in considering the benefits of introducing health improvement programmes for people currently in middle age, in order to change behaviours and attitudes towards health and ageing;	EFDC to review current work programmes to identify opportunities for reallocating resources for new activity programmes.  ECC and CCG to consider targeted work by EFDC to pilot initiatives for people in middle age.  ECC to undertake ethnographic information to support this work	Commence Jan 2017	GWallis JWarwick  WE CCG ECC PH  ECC	Health and Fitness sessions now being offered by EFDC through Active Essex Funding for 16 years+  Livewell Brand (Essex wide communications platform and signposting website) adopted by EFDC.  Epping Forest 'Age Well' group set up, which focuses on people of middle age, Public Health funding secured to deliver initiatives.  Details to be secured
6.	West Essex CCG and ECC (Public Health) to consider simplifying the number of 'provider services' in order to reduce duplication and improve continuity and services;	CCG and ECC to consider as part of commissioning arrangements.	From April '17	ECC Public Health	Support for older people not requiring NHS secondary /acute care services, is now provided as a collaborative service, involving Community Agents, SmartLife and Healthy Living services. Integrated care pathway is also established which enables patients/people needing medical assistance to have a continuum within their care.  EFDC is also linked into NHS 'Air Traffic Control' pilot, which seeks to provide a seamless transition for patients accessing social care and medical services.
7.	West Essex CCG and EFDC to work more proactively in respect of older people leaving 're-ablement' care, to extend and sustain improvement work with individuals area through referrals to activities such as the Lifewalk's programme;	EFDC and CCG Lead to meet to discuss opportunities for piloting new re-ablement projects  Video Clips of EFDC Lifewalks and other sessions to be added to Live Well Website	From April '17	JChandler WECCG  JWarwick	Meetings taken place and EFDC delivering range of new activity projects including 'Active Living'.  Stay Well in Winter event videoed and uploaded to EFDC Website. 3 x Stay Well events planned for 2017/18. Referrals to Active Living through GP's.
8.	EFDC to establish the number of older, vulnerable people living in the district who do not have children, in order to work with health colleagues to provide support and advocacy	EFDC to identify required data and provide support via the Neighbourhood Hubs	Commence Jan '17	WECCG	This was in progress, but due to changes in staff at the CCG, needs chasing.

where needed.				
9. EFDC to work with local Parish and Town Councils to build community resilience amongst the older population and share models of best practice, including supporting and encouraging older people to be actively involved in volunteering where possible	Production of an action plan setting out key steps to deliver Community Resilience initiatives across the district, including liaison with Town and Parish councils.  Volunteering plan to be developed	Start Oct / Nov 2017	GWallis EFRS  VAEF	Work to commence in Autumn /Winter 2017/18 in conjunction with VAEF. Proactive promotion already taking place through Stay Safe and Stay Well in Winter events.  Yet to commence

### Living in the Epping Forest District

1. EFDC to proactively adapt its housing stock to be fit for the ageing population, to address fuel poverty, mobility issues and extra care support;	This to be addressed as part of Local Plan and Housing Officer working group	Ongoing	RRay	Substantial work continues to be undertaken to adapt Council properties for disabled tenants and those with mobility difficulties.
2. EFDC to consider redeveloping older and unpopular sheltered accommodation to provide sheltered housing with two bedrooms, to encourage older tenants to move out of 3 bedroom properties (for occupation by families) and provide space for visitors to stay;	This to be addressed as part of Local Plan and Housing Officer working group.	Ongoing	RWilson	An officer project team has been established, led by the Director of Communities, to consider the rationalisation of the Council's sheltered housing assets and to set a minimum "Sheltered Housing Standard". However, further work is being held in abeyance, pending the outcome of the further HRA Financial Options Review and clarity on the future of the Council's Housebuilding Programme.
3. EFDC to consider expanding services provided by its sheltered scheme managers and further promote Careline to people living in their own homes (whether Council or owner-occupied), to enable them to remain there	This to be addressed as part of Local Plan and Housing Officer working group	Ongoing	RWilson ECC	Careline / telecare services have now been outsourced to Tunstall.
4. EFDC to ensure that its sheltered accommodation is brought up to a modern standard, including providing Wi-Fi in sheltered accommodation, to assist and encourage older people in	This to be addressed as part of the Sheltered Housing Review.  EFDC to seek use of ECC hardware for training older people in use of mobile technology	Ongoing	RWilson  GWallis ECC	Pilot digital inclusion training has been delivered via 'We Are Digital' in Limes Farm and Waltham Abbey, including at a sheltered housing scheme. Wi Fi installation across schemes has proved to be cost prohibitive and therefore, residents are being supported to secure their own Wifi

	using online services;				arrangements.
	5. West Essex CCG, ECC (Social Care) and EFDC (Planning) to ensure that nursing and residential homes capacity is adequate for the needs of local residents;	Planning for new residential care homes accommodation to be considered as part of Local Plan.	Ongoing	Local Plan	Local Plan consideration ongoing
	6. EFDC to work with local Parish and Town Councils to identify older people with care and support needs who may need support with waste collections and other services;	CHWB to link with local GP's via Neighbourhood Hub meetings and to identify any vulnerable people (all ages) to be added to the assisted waste collection service.	Start Nov '17	GWallis	Start date revised to December '17.
	7. EFDC to consider the use of microchips within bins for people who receive assisted bin collections, in order to potentially alert the Council to an elderly person being unwell or having had a fall;	This to be investigated by Neighbourhoods, as to whether viable, or another option available.	Start Jan '17	KDurrani	Deemed as unnecessary, as bin collectors already record occasions when assisted bin collections have not been taken up. KD and JCh to meet to discuss sharing of this information with local GP's / Social Care.
Page 36	8. ECC, EFDC and West Essex CCG to consider transport issues within the district and identify opportunities to improve accessibility and mobility for older people who do not have their own transport;	Working group to be set up comprising ECC, CCG and EFDC reps., to identify existing transport services and where these can be enhanced.	Jan '17	GWallis CCG	Review of Community Transport currently being undertaken by Essex County Council.  EFDC providing Grant Aid support to Ongar & Villages and Loughton Voluntary Care, to support these voluntary sector groups who provide taxi services to older people.
	9. ECC (Social Care), EFDC and West Essex CCG to work more collaboratively on the provision of disabled adaptations, in order to reduce duplication, cost and timescales;	EFDC Private Housing team (in liaison with Housing Services) to link into Neighbourhood Hub groups in the District to work collaboratively with Social Care and CCG on this re. DFG	Nov '16	RRay WECCG	EFDC staff linked into NHS /ECC Neighbourhood Hub meetings. However, reductions in government DFG will restrict EFDC work on adapting homes
	10. EFDC to identify opportunities for increased collaborative working with Essex Fire and Rescue Service to identify vulnerable people and address hoarding issues. This information to be shared with West Integrated Older People's Partnership;	Meeting to be set up with ECFRS.	Sept '16	GWallis / J Taylor (ECFRS)	Initial meeting held to discuss new ECFRS arrangements.  Pilot hoarding project set up with HRA funding.  West Essex Hoarding Working Group set up and led by Safeguarding team.

11. ECC to increase the amount of Independent living (extra-care) accommodation in the district, to reduce reliance on residential accommodation.	This to be considered as part of the Local Plan and any new developments proposed in the district	Ongoing	Local Plan / ECC	Agreed development of 60-home independent living scheme in Waltham Abbey. Building works to commence in Winter 2017/18 Local Plan still in consideration.
12. EFDC/West Essex CCG to work in collaboration to support the delivery of the Neighbourhood Model of integrated health and care support	Communities Directorate to lead on involvement in Neighbourhood Hubs and allocate representatives to attend the four hubs in EFD	Oct / Nov '16	JChandler RRay	EFDC staff from Community Services and Private Sector Housing now attending Neighbourhood Hub meetings across the district.

## Communication and Engagement

1. EFDC to consider the varying communication needs of the ageing population in regard to Council services as part of its Transformation programme around Customer Services and its Strategic Accommodation Review;	This to be addressed via the Customer Contact Project Group as part of Transformation	Nov'16 onwards	DBailey OShaw	Reference to be made to findings of IOAP study, as applicable in the Transformation process.
2. All partners to make better use of town, parish and community magazines / local radio, in order to communicate messages to isolated older people and those living in rural areas of the district and seek their inclusion in consultation;	EFDC to identify Community Leaders in each Parish and Town within the Epping Forest District, to assist with dissemination of information and assist in ongoing consultation; To be undertaken as part of Community Services Outreach work	Nov '17	JChandler GWallis VAEF	Initial meeting held with VAEF.
3. Multi-agency engagement events to be provided for older people such as 'Winter Warmer' and 'Senior Safety' days, on an annual basis. These to include representation from health services, local pharmacies, opticians and the Council, and to include availability of flu vaccinations, benefits advice and tips for health and safety	Community Services to lead on these initiatives, in conjunction with EF H&WB Board, CCG and Public Health	Oct'16 - Mar '18	G Wallis JWarwick CCG ECC PH	3 x Winter Warmer events delivered in Limes Farm, Ongar and Loughton.  3 x Stay Well in Winter events planned for 17/18 (One has already taken place in Waltham Abbey with nearly 100 participants), Theydon Bois event has 120 x people booked in).  2 x Senior Safety Days organised for 17/18

in the home;				
4. EFDC to establish an online consultation platform for older people, to enable them to have an ongoing dialogue with the Council in respect of its services and to view footage of events and activities for their age group that they have been unable to attend;	This to be built on to existing online website platform.	Dec '17	O Shaw T Carne S Mitchell	Being reviewed as part of Website Development Plan
5. EFDC, ECC and West Essex CCG to work together to establish a network of older people to champion 'Resilience' across the district and to share best practice;	EFDC to liaise with CCG and local GP's to identify potential volunteers	Commence January 2018	PCharman GWallis	As part of Resilience Project within local communities.
6. West Essex CCG and GP's to consider introducing more online booking systems;	EFDC to liaise with CCG and Local GP's. J Chandler to present to EFD GP's forum.	Oct '16	JChandler	Presentation given to local GP's. Many GP's now offering this service.
All agencies to consider the use of social media to promote key services and activities and to communicate key messages	EFDC to lead on this through PR and Customer Services. Community Services to promote this via Neighbourhood Hubs	Mar '17	T Carne O Shaw G Wallis	Ongoing development.



## SCRUTINY



### **Report to Communities Select Committee**

**Date of meeting: 7<sup>th</sup> November 2017**

**Subject: EFDC Prevent Strategy**

**Officer contact for further information: C Wiggins (01992 564122)**

**Committee Secretary: A. Hendry (01992 564246)**

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#### **Recommendations/Decisions Required:**

**That the Communities Select Committee receives a presentation on the Council's response to 'Prevent', which is a strand of the Government's Counter –Terrorism Strategy.**

#### **Report:**

Following issues of terrorism and terrorist activity in the UK, the Government developed a new, Counter-Terrorism Strategy in 2011, which consists of four main elements of work under the title of 'CONTEST', which includes;

**Pursue:** the investigation and disruption of terrorist attacks;

**Prevent:** work to stop people becoming terrorists or supporting terrorism;

**Protect:** improving our protective security to stop a terrorist attack; and

**Prepare:** working to minimise the impact of an attack and to recover as quickly as possible.

CONTEST covers all forms of terrorism and aims to reduce the risk to the UK and its interests overseas from terrorism, so that people can go about their lives freely and with confidence.

Local authorities have a role to play within CONTEST under the Prevent element, which aims to safeguard people and communities from being radicalised, supportive of radical ideology or, recruited into terrorism. Where necessary, Councils are involved in Prevent Channel Panels, which are County based forums that include a range of partners that are established to address an identified terrorism or radicalisation concern. To date, a large number of referrals to the Prevent Channel Panel have not met the Counter Terrorism threshold and in many cases, other issues have been highlighted including mental health concerns, safeguarding and criminality.

The current threat to Essex from both Islamist and domestic extremism however remains low and in the period March 2016 to February 2017, Essex encountered fewer threats than other parts of the Eastern Region. Hence, Prevent work is not currently a priority for the District Community Safety Partnership (CSP) or the Police, Fire and Crime Commissioner (PFCC). However, the fact that Epping Forest and all other local authorities in Essex have vulnerable residents who could be targeted for radicalisation (and other criminality) remains to be an underlying concern and as such, this is addressed through priorities relating to 'Hidden Harm'.

To ensure that EFDC staff who work with the public in a face to face role or in provision of community activity are aware of these potential risks within our communities, an 'e' learning Prevent Training package is available for all key staff and reference is made to Hidden Harm within the safeguarding training package that is provided.

## **EFDC Prevent Strategy**

The Council has produced a Prevent Strategy which sets out how it will support CONTEST and this contains the overarching themes of work that would be applied, should there be issues of radicalisation identified in the district. These include;

- Response to the ideological challenge faced from terrorism and aspects of extremism, and the threat faced from those who promote these views;
- Provision of practical help to prevent people from being drawn into terrorism and ensure they are given appropriate advice and support;
- Work with a wide range of sectors (including education, criminal justice, faith, charities, online and health)
- Supporting people who are at risk of being drawn into terrorist or extremist activity through the Channel process,
- Working with and supporting community groups and social enterprise projects who provide services and support to vulnerable people;
- Working with faith groups and institutions to assist them in providing support and guidance to people who may be vulnerable; and
- Supporting local schools, local industry and partner agencies through engagement, advice and training.

### **Prevent - Home Office Funding**

In 2015/16, the Home Office made available a sum of £10,000 for each local authority to apply for, which could be used for Prevent work, both within the Council and its' local communities.

Community Safety were successful in securing this funding, based on a business plan which included use of funding for improvement of EFDC ICT security across the office environment and for home workers, and a plan to provide Prevent training to schools across the district.

In regard to improved IT security, the purchase of new branch routers enabled the use of GCSX secure email using EFDC equipment in remote locations, which greatly improved email security, compared to use of previous email via a VPN connection.

The remainder of the funding was used to deliver a very successful programme of Prevent Training in local schools, provided by an experienced and very knowledgeable trainer and this was match funded by the schools, for both pupils and teachers. This was organised by the Council's Community, Health and Wellbeing team and 7 out of the 8 district secondary schools engaged with the programme.

Prevent Training was also offered to Epping Forest College for students in all years, but at the time, the College declined to engage with the programme. However, since the appointment of the new Principal, the Community Safety Manager has been in discussion with the Safeguarding Lead at the College to highlight the importance of Prevent Training for students and it is hoped that the training will be rolled out in the near future.

**Reason for decision:** Although the threat of terrorism remains low in Essex, it is known that vulnerable people and particularly young people are at risk of being drawn into radicalisation and therefore all local authorities need an awareness of the risks.

**Options considered and rejected:** N/A

**Consultation undertaken:** N/A



**Service review:** N/A

**Resource implications:** The initial Home Office Funding of £10,000 allowed the roll out of prevent awareness training across all local schools and enabled the Council to improve the security features of its IT systems. However, going forward, funding for any Prevent training including the planned training at Epping Forest College, will be funded from the Community Safety budget.

**Personnel:** N/A

**Land:** N/A

**Community Plan/BVPP reference:** Prevent awareness forms part of the Council's Corporate Plan under the scope of Community Safety.

**Relevant statutory powers:** N/A

**Background papers:** N/A

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

**Key Decision reference:** (if required) N/A

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## COMMUNITIES SELECT COMMITTEE

### TERMS OF REFERENCE 2017/18

<b>Title:</b> Communities Select Committee
<b>Status:</b> Select Committee
<ol style="list-style-type: none"><li>1. To undertake overview and scrutiny, utilising appropriate methods and techniques, of the services and functions of the Communities Directorate;</li><li>2. To develop a programme of work each year, informed by relevant service aims and member priorities, to ensure that the services and functions of the Communities Directorate are appropriate and responsive to the needs of residents, service users and others;</li><li>3. To consider any matter referred to the Select Committee by the Overview and Scrutiny Committee, the Cabinet or a relevant Portfolio Holder, and to report and make recommendations directly to the Committee, the Cabinet or such Portfolio Holder as appropriate;</li><li>4. To consider the effect of Government actions or initiatives on the services and functions of the Communities Directorate and any implications for the Council's residents, service users and others, and to respond to consultation activities as appropriate;</li><li>5. To establish working groups as necessary to undertake any activity within these terms of reference;</li><li>6. To undertake pre-scrutiny through the review of specific proposals of the Council and its partner organisations or other local service providers, insofar as they relate to the services and functions of the Communities Directorate, to help develop appropriate policy;</li><li>7. To undertake performance monitoring in relation to the services and functions of the Communities Directorate, against adopted key performance indicators and identified areas of concern;</li><li>8. To identify any matters within the services and functions of the Communities Directorate that require in-depth scrutiny, for referral to the Overview and Scrutiny Committee; and</li><li>9. To recommend the establishment of task and finish panels to the Overview and Scrutiny Committee as necessary, in order to undertake any activity within these terms of reference.</li></ol>
<b>Chairman:</b> Councillor Knight

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## Communities Select Committee (Chairman – Cllr Knight)

### Work Programme 2017/18

Item	Report Deadline/Priority	Progress/Comments	Programme of Meetings
<b>Standard (Periodic) Items</b>			<del>20<sup>th</sup> June 2017</del> <del>5<sup>th</sup> September 2017</del> <del>9<sup>th</sup> October 2017</del> 7 <sup>th</sup> November 2017 16 <sup>th</sup> January 2018 22 <sup>nd</sup> March 2018
(1) Performance against Housing Service Standards and Review <i>(Recommendations to Housing Portfolio Holder)</i>	June 2017 (Medium)	<i>(Housing Portfolio)</i>  <b>Completed</b> – June 2017 meeting	
(2) Communities Key Performance Indicators (KPIs) – 2016/17 Out-Turn	June 2017 (Low)	<i>(Housing Portfolio)</i>  <b>Completed</b> – June 2017 meeting	
(3) Progress with Key Actions for the Corporate Plan led by the Communities Directorate – 2016/17 Out-Turn	June 2017 (Low)	<i>(All Portfolios)</i>  <b>Completed</b> – June 2017 meeting	
(4) Presentation of Communities Business Plan – 2017/18	June 2017 (Low)	<i>(All Portfolios)</i>  <b>Completed</b> – June 2017 meeting	
(5) Communities Key Performance Indicators (KPIs) – Quarter 1	September 2017 (Low)	<i>(Housing Portfolio)</i>  <b>Completed</b> September 2017 meeting	
(6) Progress with Key Actions for the Corporate Plan led by the Communities Directorate – Quarter 1	September 2017 (Low)	<i>(All Portfolios)</i>  <b>Completed</b> September 2017 meeting	

(7) Attendance by Essex Police District Commander at next meeting - Discussion on issues to raise	September 2017 (Medium)	(Safer Greener Transport Portfolio) <b>Completed September 2017 meeting</b>	
(8) 6-month Progress Report on implementation of the Ageing Population Study Action Plan	November 2017 (Low)	(Leisure and Community Services, Safer Greener Transport and Housing Portfolios)	
(9) Annual Diversity Report of Housing Applicants and Lettings	November 2017 (Low)	(Housing Portfolio)	
(10) Annual Report on the HomeOptions Choice Based Lettings Scheme	November 2017 (Low)	(Housing Portfolio)	
(11) Annual feedback on the success of the Crucial Crew initiative and proposals for future delivery	November 2017 (Low)	(Safer Greener Transport Portfolio)	
(12) Presentation from Essex Police's District Commander on current policing and crime issues in the District	November 2017 (Medium)	(Safer Greener Transport Portfolio)	
(13) Annual Report of the Community Safety Partnership	November 2017 (Medium)	(Safer Greener Transport Portfolio)	
(14) Annual feedback on the success of the Summer Holiday Activity Programme and learning points for the future	November 2017 (Low)	(Leisure and Community Service Portfolio)	
(15) Six-Month Review of the HRA Financial Plan 2017/18	November 2017 (High)	(Housing Portfolio)	

(16) Communities Key Performance Indicators (KPIs) – Quarter 2	November 2017 (Low)	<i>(Housing Portfolio)</i>	
(17) Progress with Key Actions for the Corporate Plan led by the Communities Directorate – Quarter 2	November 2017 (Low)	<i>(All Portfolios)</i>	
(18) Briefing on the proposed Council rent increase for 2018/19	January 2018 (Low)	<i>(Housing Portfolio)</i>	
(19) 6-Month Progress Report on Annual Housing Strategy Action Plan	January 2018 (Medium)	<i>(Housing Portfolio)</i>	
(20) HRA Financial Plan 2018/19	March 2018 (High)	<i>(Housing Portfolio)</i>	
(21) Communities Key Performance Indicators (KPIs) – Quarter 3	March 2018 (Low)	<i>(Housing Portfolio)</i>	
(22) Communities Key Performance Indicators (KPIs) – Targets for 2018/19	March 2018 (High)	<i>(Housing Portfolio)</i>	
(23) Progress with Key Actions for the Corporate Plan led by the Communities Directorate – Quarter 3	March 2018 (Low)	<i>(All Portfolios)</i>	
(24) 6-month Progress Report on implementation of the Ageing Population Study Action Plan	March 2018 (Low)	<i>(Leisure and Community Services, Safer Greener Transport and Housing Portfolios)</i>	

(25) Annual Report from representatives of the Youth Council on completed and proposed activities	March 2018 (High)	<i>(Leisure and Community Service Portfolio)</i>	
<b>Special (Planned) Items</b>			
(26) HRA Financial Plan 2017/18	June 2017 (High)	<i>(Housing Portfolio)</i> <b>Completed</b>	
(27) Housing Strategy 2017 – 2022 <i>(Comments to the Cabinet)</i>	June 2017 (High)	<i>(Housing Portfolio)</i> <b>Completed</b>	
(28) Safeguarding at EFDC – current position	June 2017 (Medium)	<i>(Safer Greener Transport Portfolio)</i> <b>Completed</b>	
(29) Review of Housing Allocations Scheme after 2 years operation (with any changes effective from July 2018) <i>(Recommendations to the Cabinet)</i>	September 2017 (High)	<i>(Housing Portfolio)</i> <b>Completed</b> September 2017 meeting	
(30) Review and funding of Garden Maintenance Scheme for Older and Disabled Council Tenants <i>(Recommendations to Housing Portfolio Holder)</i>	November 2017 (High)	<i>(Housing Portfolio)</i> <b>Agreed that a report be submitted direct to the Housing Portfolio Holder due to the Committee's busy Work Programme and the need for budget provision to be made.</b>	
(31) Review of the future use of sheltered/grouped housing scheme sites <i>(Recommendations to Cabinet / Housing Portfolio Holder)</i>	November 2017 (High)	<i>(Housing Portfolio)</i>	



(32) Review of annual funding to the CAB for two Debt Advisors <i>(Recommendations to Cabinet)</i>	November 2017 (High)	<i>(Housing Portfolio)</i> <b>Agreed that a report be submitted direct to Cabinet due to the Committee's busy Work Programme and the need for budget provision to be made.</b>	
(33) Review of Housing Service Strategy on Home Ownership and Leaseholder Services	January 2018 (Low)	<i>(Housing Portfolio)</i>	
(34) Review of Housing Assistance Policy <i>(Recommendations to Cabinet)</i>	January 2018 (Medium)	<i>(Housing Portfolio)</i>	
(35) Review of the approach to the Scheme Management Service to sheltered housing and properties designated for older people <i>(Recommendations to Cabinet / Housing Portfolio Holder)</i>	January 2018 (High)	<i>(Housing Portfolio)</i>	
(36) Presentation by Epping Forest CAB on its use of EFDC funding	March 2018 (High)	<i>(Housing Portfolio)</i>	
(37) Review of Housing Service Strategy on Anti-Social Behaviour and Harassment	March 2018 (Low)	<i>(Housing Portfolio)</i>	
(38) Review of Homelessness Strategy <i>(Recommendations to Housing Portfolio Holder)</i>	March 2018 (High)	<i>(Housing Portfolio)</i>	

### Items added to Work Programme during the year

(39) Receive a report on the Government's Prevent Strategy and how it related to 18 to 25 year olds.	November 2017	<i>(Safer Greener Transport Portfolio)</i>
(40) Report on fire safety on our Housing Stock.	October 2017	<i>(Housing Portfolio)</i>

### Planned Items for Future Years

12-Month Progress Report on Annual Housing Strategy Action Plan	July 2018 (Medium)	<i>(Housing Portfolio)</i>
Housing Strategy Key Action Plan 2018/19 <i>(Recommendations to Housing Portfolio Holder)</i>	July 2018 (Medium)	<i>(Housing Portfolio)</i>
Review and funding of Garden Maintenance Scheme for Older and Disabled Council Tenants <i>(Recommendations to Housing Portfolio Holder)</i>	November 2018	<i>(Housing Portfolio)</i>
Review of Housing Service Strategy on Tenant Participation	March 2019 (Low)	<i>(Housing Portfolio)</i>
Review of Housing Service Strategy on Rent Arrears and Administration	November 2019 (Low)	<i>(Housing Portfolio)</i>

Review of Housing Service Strategy on Older People's Housing	September 2020 (Low)	<i>(Housing Portfolio)</i>
Review of Housing Service Strategy on Housing and Neighbourhood Management	September 2020 (Low)	<i>(Housing Portfolio)</i>
Review of Housing Service Strategy on Empty Properties in the Private Sector	March 2021 (Low)	<i>(Housing Portfolio)</i>

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