

# Unrestricted Document Pack

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CHIEF EXECUTIVE'S OFFICE  
CHIEF EXECUTIVE  
Fiona Marshall

08 January 2018

Dear Councillor

You are summoned to attend the meeting of the;

**COMMUNITY SERVICES COMMITTEE**

on **TUESDAY 16 JANUARY 2018** at **7.30 pm**.

in the Council Chamber. Maldon District Council Offices, Princes Road, Maldon.

A copy of the agenda is attached.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Fiona Marshall', enclosed within a hand-drawn oval.

Chief Executive

COMMITTEE MEMBERSHIP

CHAIRMAN  
VICE-CHAIRMAN

Councillor R G Boyce MBE  
Councillor A T Cain

COUNCILLORS

E L Bamford  
H M Bass  
Miss A M Beale  
Mrs H E Elliott  
Mrs B D Harker  
R Pratt, CC  
Mrs N G F Shaughnessy  
Miss S White  
B E Harker

*Ex-officio non-voting Members:*

Councillors B S Beale MBE,  
M F L Durham CC and  
A S Fluker

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**AGENDA**  
**COMMUNITY SERVICES COMMITTEE**  
**TUESDAY 16 JANUARY 2018**

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1. **Chairman's notices**

2. **Apologies for Absence**

3. **Minutes of the last meeting** (Pages 5 - 14)

To confirm the Minutes of the meeting of the Committee held on 21 November 2017, (copy enclosed).

4. **Disclosure of Interest**

To disclose the existence and nature of any Disclosable Pecuniary Interests, other Pecuniary Interests or Non-Pecuniary Interests relating to items of business on the agenda having regard to paragraphs 6-8 inclusive of the Code of Conduct for Members.

(Members are reminded that they are also required to disclose any such interests as soon as they become aware should the need arise throughout the meeting).

5. **Public Participation**

To receive the views of members of the public on items of business to be considered by the Committee (please see below):

1. A period of ten minutes will be set aside.
2. An individual may speak for no more than two minutes and will not be allowed to distribute or display papers, plans, photographs or other materials.
3. Anyone wishing to speak must notify the Committee Clerk between 7.00pm and 7.20pm prior to the start of the meeting.

6. **Chairman's Good News Announcements**

7. **Places for People Contract Update**

To receive a presentation from Places for People on the Leisure Contract.

8. **Essex Police Automatic Numberplate Recognition (ANPR) Camera Consultation**  
(Pages 15 - 44)

To consider the report of the Director of Customers and Community (copy enclosed) and to receive a presentation from Essex Police.

9. **Half Yearly Review of Performance** (Pages 45 - 66)

To consider the report of the Director of Customers and Community, (copy enclosed).

10. **Review of 2017 Season** (Pages 67 - 74)

To consider the report of the Director of Customers and Community, (copy enclosed).

11. **Any other items of business that the Chairman of the Committee decides are urgent**

12. **Exclusion of the Public and Press**

To resolve that under Section 100A (4) of the Local Government Act 1972 the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Act, and that this satisfies the public interest test.

13. **Maldon Health Hub Project** (Pages 75 - 80)

To consider the report of the Chief Executive, (copy enclosed).

**NOTICES**

**Sound Recording of Meeting**

Please note that the Council will be recording any part of this meeting held in open session for subsequent publication on the Council's website. At the start of the meeting an announcement will be made about the sound recording. Members of the public attending the meeting with a view to speaking are deemed to be giving permission to be included in the recording.

**Fire**

In event of a fire, a siren will sound. Please use the fire exits marked with the green running man. The fire assembly point is outside the main entrance to the Council Offices. Please gather there and await further instruction.

**Health and Safety**

Please be advised of the different levels of flooring within the Council Chamber. There are steps behind the main horseshoe as well as to the side of the room.

**Closed-Circuit Television (CCTV)**

This meeting is being recorded and monitored by CCTV.



**MINUTES of  
COMMUNITY SERVICES COMMITTEE  
21 NOVEMBER 2017**

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**PRESENT**

Chairman	Councillor R G Boyce MBE
Vice-Chairman	Councillor A T Cain
Councillors	E L Bamford, Mrs B D Harker, N G F Shaughnessy and Miss S White
Substitute Members	Councillors M F L Durham, CC, A S Fluker, B E Harker and A K M St. Joseph

**598. CHAIRMAN'S NOTICES**

The Chairman drew attention to the list of notices published on the back of the agenda.

**599. APOLOGIES FOR ABSENCE AND SUBSTITUTION NOTICES**

Apologies for absence were received from Councillors H M Bass, Miss A M Beale, Mrs H E Elliott and R Pratt.

In accordance with notice duly given Councillor M F L Durham was attending as a substitute for Councillor Pratt, Councillor A S Fluker as a substitute for Councillor Bass, Councillor B E Harker as a substitute for Councillor Miss Beale and Councillor A K M St. Joseph as a substitute for Councillor Mrs Elliott.

**600. MINUTES OF THE LAST MEETING**

**RESOLVED** that the Minutes of the meeting of the Committee held on 29 August 2017 be approved and confirmed.

**601. DISCLOSURE OF INTEREST**

There were none.

**602. PUBLIC PARTICIPATION**

In accordance with the Council's public participation scheme the following members of the public addressed the Committee:

- Mr Terry Frost in relation to Agenda Item 15 – Maldon Markets.
- Ms Judy Lea in relation to Agenda Item 8 – 2018 / 19 Revenue Budget, Capital Budget, Repairs and Renewals, Reserve and Fees and Charges Policy.

### **603. CHAIRMAN'S GOOD NEWS ANNOUNCEMENTS**

The Chairman referred to the following items:

- The annual Crucial Crew event had been held at Stow Maries Great War Aerodrome and benefitted 600 local Year 6 school children.
- The Council's Waste team had been shortlisted for awards in categories for partnership and best communications champions.

### **604. MALDON HEALTH HUB - UPDATE**

The Director of Customers and Community provided Members with a verbal update from the Chief Executive in respect of the Maldon Health Hub project.

It was noted that the Health Hub board continued to meet and progress the project. Mr Daniel Doherty was the new Clinical Commissioning Group (CCG) lead for the Health Hub Project and the Chief Executive had recently met with him and the Chief Executive of the Mid Essex CCG.

In the Autumn, the CCG would be undertaking a public consultation on the Home First Strategy, a new way of supporting patients to be discharged from hospital earlier so they could receive the care they need closer to home. It was reported that should Home First be implemented and prove successful this may change the need for community beds in their current form. For this reason the final funding application and consultation on the Maldon Health Hub had been delayed.

It was noted that the clear project milestones had been requested from the Project Manager in order for the project plan to be updated. Two plans for services within the Health Hub were being developed in parallel; one included the traditional community bed ward.

Members requested that future updates be provided in the form of a written report.

### **605. 2018 / 19 REVENUE BUDGET, CAPITAL BUDGET, REPAIRS AND RENEWALS RESERVE AND FEES AND CHARGES POLICY**

The Committee considered the report of the Director of Resources, presenting the revenue growth, capital projects, repairs & renewals reserve projects and fees & charges proposals for consideration, prior to approval of the 2018 / 19 budget and updated medium term financial strategy.

It was noted that the zero based budget project process for the 2018 / 19 budget was envisaged to generate sufficient savings / additional income to bridge the current budget gap of £98,000 for 2018 / 19.

Appendix A to the report set out the budget growth proposals relevant to this Committee. Members were advised that the first item related to the upgrade of software for the car parking machines and this revenue bid was only required if the capital bid requested was not approved. An addendum to this appendix was circulated at the meeting and the Director of Resources outlined the changes that the addendum detailed.

Appendix B to the report showed the fees and charges policy for the approval of the Committee.

The 2018 / 19 project bids were detailed in Appendix C and categorised into three main groups; essential, service failure and service improvement. Appendix D to the report set out Repairs and Renewals projects to be funded from the Repairs and Renewals Reserve which supported additional costs arising from the need to maintain the Council's asset base.

The report further explained that it was essential for Members to consider the proposals set out in order to allow sufficient time for them to be built into the 2018 / 19 budget setting process.

The Chairman referred to a number of questions that Councillor E L Bamford had raised regarding this report and its appendices and it was noted that the Director of Customers and Community had provided detailed responses to these questions in advance of the meeting. Some further clarification on these were sought and provided by the Director of Customers and Community at the meeting.

In response to a number of questions the Committee were provided the following information:

- Budget Growth (Appendix A)
  - **Car Park Machines, equipment and maintenance** - The contingency detailed in respect of car park machines, related to replacement of existing machinery. The Director of Customers and Community advised that if the capital bid was not supported the current machines would require an upgrade to software which would require a large revenue amount to fund the work.
  - **Street Cleansing (576) contracted services** - It was clarified that the growth item relating to Street Cleansing related to public streets and would be encompassed as part of the Council's street cleansing contract.
  - **Tree Officer / Consultant** - The item relating to a Tree Officer / Consultant requested funding for three years for carrying out a management plan in respect of trees in the District on Council owned land. A number of concerns were raised by some Members in respect of this budget growth item. It was queried as to whether Natural England were able to provide an initial service to the Council prior to procurement of a Tree Officer / Consultant. The Committee agreed that this item should be put on hold pending confirmation from Natural England.
  - **Parks Team Staff (external works)** - Members were advised of the detail regarding this budget growth item and the Director of Customers and Community explained that further review would be undertaken with work focussing on this team being more commercial.

- **Business food / music event** – The Chairman advised that it was necessary to make budgetary provision for this event.
- Capital Programme (Appendix C):
  - **C2 Replacing CCTV cameras** – The Director of Customers and Community advised that this project sought to replace old CCTV cameras and related to public safety, public perception and fear of crime.
  - **C5 Commemoration of the Fallen from the Maldon District** – The Chairman advised that this had been a suggestion of his and would cover the whole District. He referred to 2018 commemorating the end of the First World War and how the memorial suggested would be a valued attraction for the District. It was clarified that the figure was provisional and the Director of Customers and Community outlined proposals regarding maintenance and using some of the Promenade Park existing infrastructure. An indicative design of the memorial was circulated at the meeting. Following some discussion Councillor M F L Durham proposed that this item be left in the Capital Programme subject to full costings, drawings and funding details (including investigation into crowd funding, potential grants and the lottery). This was duly agreed.
- Repairs and Renewals (Appendix D):
  - **D3 Replacement Street Lights to LEDs** – The Director of Customers and Community advised this was not a capital bid because they were existing lights and the proposal was to replace like for like but upgrade to new technology would be subject to a business case.

Members were advised that the Council's policy was for any items over £10,000 to be classified as a capital bid.

During the discussion on this item of business Councillor A S Fluker declared in the interest of openness and transparency he was a Harbour Commissioner and if the Committee were mindful to discuss the Hythe Quay Dredging budget growth item he would leave the chamber.

Following its lengthy discussion the Committee agreed the following:

## **RESOLVED**

- (i) that the contents of the report be noted;
- (ii) that the Finance and Corporate Services Committee be recommended to approve the following:
  - (a) that the proposals set out in Appendix A to the report for growth items be agreed subject to the following amendments:
    - Car Park Machines, equipment maintenance – subject to approval of capital project this can be removed from as a growth item.
    - Waste Services (133) – Increased Hours – The amount of £3,900 should only be shown in the years 2018 / 19 and 2019 / 20 as it is a two year fixed term contract.

- Parks and other open spaces – This item is to be put on hold pending enquiries as to whether Natural England can provide an initial service.
  - Business food / music event – Subject to a business case.
- (b) that the updated fees and charges policy areas within the purview of this Committee outlined in Appendix B to the report for 2018 / 19 be adopted;
- (c) that the project bids set out in Appendix C to the report are considered and subject to the following information be included for consideration in the 2018 / 19 capital programme:
- Commemoration of the Fallen from the Maldon District – full costings, drawings and how it could be funded should be provided.
- (d) that the Repairs and renewals projects set out in APPENDIX D to the report are considered and funded from the Repairs and renewals reserve.

#### **606. COMMUNITY ENGAGEMENT / FRIENDS GROUPS AND MANAGEMENT PLAN**

The Committee considered the report of the Director of Customers and Community advising that Officers would be:

- seeking details from organised Community and Friends groups, and reporting to this Committee in Spring 2018 with suggestions as to how Maldon District Council (MDC) may better engage with these groups, stakeholders, and the wider public, both resident and visiting.
- creating and populating new template documents to be used as a basis for writing new Management Plans for MDC owned Parks and Open Spaces. Initial priority sites for creation / completion of these Management Plans will be Riverside Park (Burnham-on-Crouch), Burnham-on-Crouch Cemetery and Maldon Cemetery.

It was noted that there was a requirement for the Council to hold current and accurate information on all Friends and Community groups to ensure engagement and resources within the Council's Parks and Open Spaces could be prioritised.

#### **RESOLVED**

- (i) that all formalised Community and Friends Groups who are regularly involved in the use or management of Council assets – including community buildings, Parks, and leased / licenced areas, be required to submit written annual summaries of their activities for the period of April 2013 to March 2017;
- (ii) that Officers review and collate information received, prepare an update report and recommendations for the Community Services Committee meeting in March 2018;

- (iii) that that Officers have draft Management plans available for the Committee cycle in March 2018 for Member discussion and comment. Draft plans then to be available for Public Consultation through engagement activities and stakeholder consultations, with view to final five year Plans for period April 2019 – March 2024 being published in autumn 2018.

**607. CONSULTATION ON DRAFT HOMELESSNESS CODE OF GUIDANCE FOR LOCAL AUTHORITIES**

The Committee considered the report of the Director of Customers and Community seeking Members' approval of a response to the Government's consultation for the proposed Code of Guidance that would accompany the new legislation relating to the Housing and Homelessness Acts, attached as Appendix 1 to the report.

The report advised that the new Homelessness Reduction Act introduced a statutory requirement for Local Housing Authorities to actively prevent homelessness wherever possible. The Act also created some additional duties which were set out in the report.

In response to a comment regarding the wording of response to question 14 c) the Director of Customers and Community advised he would ask the Strategic Housing Manager to amend this.

**RESOLVED** that subject to amendment, the proposed response to the consultation for the proposed Code of Guidance, be approved.

**608. DEVELOPING A FAITH COVENANT FOR ESSEX**

The Committee considered the report of the Director of Customers and Community providing details of work undertaken by the Countrywide Multi-Faith Steering Group to develop a Faith Covenant for Essex (attached as Appendix A to the report) and seeking endorsement of this.

It was noted that the Faith Covenant enabled partners to formally recognise the contribution that faith based organisations / groups could have in the community and was supported by Essex County Council and over 100 organisations across Essex. The main aims of the Covenant were set out in the report. Members were advised that the Covenant was formally launched on Saturday 14 October and did not place any additional obligations or costs on the Council. Being a formal signatory to the Covenant recognised the positive relationship that the Council has with local Faith groups.

**RESOLVED**

- (i) that the principles that underpin the Essex Faith Covenant be endorsed;
- (ii) that Members give consideration as to whether Maldon District Council wishes to be a signatory to the Covenant.

**609. DISTRICT COUNTY HEALTH AND WELLBEING FORUM AND MALDON LIVEWELL PARTNERSHIP GROUP**

The Committee considered the report of the Director of Customers and Community outlining the aim of the newly formed District County Health and Wellbeing Forum and seeking nomination of a deputy for Councillor R G Boyce on it. The report also provided an update on progress with the Maldon Livewell Partnership Group (formally known as the Maldon Health and Wellbeing Partnership Group).

**RESOLVED**

- (i) that Councillor Mrs B D Harker be nominated to act as a Deputy for Councillor R G Boyce MBE on the Maldon Livewell Partnership Group and District County Health and Wellbeing Forum;
- (ii) that the update on the Maldon Livewell Partnership Group be noted.

**610. HISTORIC REVIVAL WATERFRONT PROJECT OUTCOMES**

The Committee received the report of the Director of Customers and Community updating Members on progress made towards the completion of the Coastal Revival Funded, History Waterfront Revival Project.

The report provided background information relating to the Council's successful award of £50,000 grant funding to undertake the Historic Waterfront Revival Project which built upon work undertaken in connection to the Local Development Plan and the Central Area Masterplan. A feasibility study had been undertaken and had identified key projects and development opportunities which would support the local economy and extend the tourism in the area.

The Executive Summary of the Historic Waterfront Project report was set out in Appendix 1 to the report and Appendix 2 detailed the required project outcomes and consultants findings.

**RESOLVED** that the findings of the consultants employed to undertake the Historic Waterfront Revival Project be noted.

**611. TOUR DE COAST - MALDON DISTRICT**

The Committee considered the report of the Director of Customers and Community seeking Members' support in principle the installation of a 'daymark' in the Maldon District as part of the national Tour de Coast project.

It was noted that the Tour de Coast project would create a network of numbered coastal way markers (daymarks) and aimed to encourage visits to and journeys around Britain's coast. Appendix 1 to the report provided further information regarding the daymarks and a copy of a letter sent to the Chief Executive regarding this project was attached as Appendix 2.

**RESOLVED** that the Director of Customers and Community be authorised in consultation with the Chairman of the Community Services Committee to work with the Tour de Coast team to support the project and pursue the installation of a Daymark including all necessary consent. To include identifying the most advantageous location, funding options and partners.

## **612. MARKETS UPDATE**

The Committee considered the report of the Director of Customers and Community, updating Members on the viability of the Maldon Town Markets (Thursday and Saturday) and seeking views on future market operations in Maldon.

The report provided an update following the decision by this Committee on 29 August 2017 to seek tenders for a new market at Butt Lane Car Park, Maldon. Three options for the Market were set out in the report and it was noted that Officers were proposing that a Member Task and Finish Working Group be established to review these options and report back to this Committee.

Councillor E L Bamford proposed that the Committee accept the Officers recommendations and advised that she would like to be a member of the Task and Finish Working Group.

Members debated the report and the proposal and a number provided background information regarding the market and the need for it to be commercial, working for both the traders and the Council.

The Director of Customers and Community advised Members that recommendation (ii) should be amended and the Task and Finish Working Group report back to a *future* meeting of this Committee. This was noted.

During the discussion Councillors E L Bamford, A T Cain, Mrs B D Harker and Mrs N G F Shaughnessy either nominated themselves or were nominated to be a member of the proposed Member / Officer Task and Finish Working Group.

The Chairman then put the recommendations to the Committee, which were duly agreed with the amendment as suggested by the Director of Customers and Community to recommendation (ii) and the Working Group membership as detailed above.

### **RESOLVED**

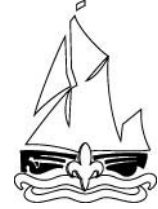
- (i) that the existing market contract be extended for a period of six months to allow Members and Officers to fully investigate alternative options for retaining a market offer, potentially elsewhere in the town;
- (ii) that a Member / Officer Task and Finish Working Group is set up with the following Members from this Committee, to explore options for a Maldon Market before reporting back to a future meeting:
  - Councillor E L Bamford
  - Councillor A T Cain
  - Councillor Mrs B D Harker

- Councillor Mrs N G F Shaughnessy

There being no further items of business the Chairman closed the meeting at 9.15 pm.

R G BOYCE MBE  
CHAIRMAN

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**REPORT of  
DIRECTOR OF CUSTOMERS AND COMMUNITY**

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to  
**COMMUNITY SERVICES COMMITTEE  
16 JANUARY 2018**

**ESSEX POLICE AUTOMATIC NUMBERPLATE RECOGNITION (ANPR)  
CAMERA CONSULTATION**

**1. PURPOSE OF THE REPORT**

- 1.1 To make Members aware of the local consultation which is currently being undertaken by Essex Police in relation to the use of Automatic Number Plate Recognition (ANPR) cameras in Maldon District and an update on current performance and consider a response from Maldon District Council.

**2. RECOMMENDATION**

That Members note this report and give feedback to Essex Police on the performance and future development of Automatic Number Plate Recognition cameras within the District.

**3. SUMMARY OF KEY ISSUES**

**3.1 Background**

- 3.1.1 Maldon District Community Safety Partnership sets priorities each year based on recorded crime and perceptions of crime. Current priorities for this year include:

- Promoting road safety and challenging irresponsible driving;
- Tackling rural crime and strengthening communities.

- 3.1.2 Therefore, a number of projects delivered by the partnership have a direct impact on the use of the roads. Effective partnership working is key to achieving this and a close working relationship with partners such as the Safer Essex Roads Partnership (SERP), Essex County Council Road Safety Team, South Essex Parking Partnership (SEPP) and volunteer Community Speed Watch plays an important role in keeping the District safe. The introduction of the Essex Police Rural Crime Strategy 2017, which was launched in the District at Stow Maries Aerodrome on 16 November 2017, is an excellent example of joint working between Essex Police, the Police, Fire and Crime Commissioner for Essex and the Essex Rural Partnership. A copy of this strategy is attached as **APPENDIX 1**. The delivery of this strategy locally will fall heavily on community safety partnerships. Current projects such as Crucial Crew, TRU CAM and the Schools Parking Initiative (3PR) focus on safety, education and enforcement. More recent challenges have included the effective partnership work to

tackle street racing. The use of ANPR is another useful and effective tool for both intelligence and enforcement.

- 3.1.3 Essex Police has used ANPR within Maldon District for over five years at locations in and around Maldon town centre. These cameras were initially funded by Maldon Community Safety Partnership. More recently, privately funded ANPR cameras were introduced to cover the Dengie Peninsular. Performance statistics for the use of these new cameras was recently reported to Overview and Scrutiny Committee (meeting as Crime and Disorder Committee) on 8 November 2017. ANPR is a very effective tool in combatting a variety of criminal offences where perpetrators use vehicles as a means of transport. Almost every crime type can be linked to highway use and a useful infographic is attached as **APPENDIX 2**. Key crimes for Maldon District can be crimes such as hare coursing, burglary of a dwelling or business, exploitation, fly tipping or simply illegal use of motor vehicles. Essex Police, in partnership with local communities, are keen to discuss the impact and consult on the current use and expansion of ANPR.

#### **4. CONCLUSION**

- 4.1 The effective use of and expansion of ANPR within the District can be seen as a positive step in reducing crime in Maldon District and support both the corporate priorities of the Council and the strategic priorities of Maldon District Community Safety Partnership.

#### **5. IMPACT ON CORPORATE GOALS**

- 5.1 Essex Police is a statutory partner of the Maldon Community Safety Partnership and therefore any improvement to technology to reduce crime will ultimately improve the service provision to the District of Maldon. Partners are already collaborating on education, prevention, intelligence, enforcement and reassurance and current arrangements are working very well so improved technology will be seen as a positive step. To conclude, any service improvement will contribute to the Council's Corporate Goal of "Helping communities to be safe, active and healthy" and actions are highlighted as activities in the business plan for the directorate for 2017 / 18 and all areas identified in the plan will also support key priorities for the Community Safety Partnership for 2017 / 18.

#### **6. IMPLICATIONS**

- (i) **Impact on Customers** – Potential for improved service delivery which will benefit the district as a whole in terms of community safety.
- (ii) **Impact on Equalities** – None.
- (iii) **Impact on Risk** – None.
- (iv) **Impact on Resources (financial)** – None.
- (v) **Impact on Resources (human)** – None.

(vi) **Impact on the Environment** – None.

Background Papers: None.

Enquiries to: Spencer Clarke, Community Safety Manager, (Tel: 01621 875814).

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# ESSEX POLICE RURAL CRIME STRATEGY 2017

FIGHTING RURAL CRIME  
ACROSS ESSEX





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# 1. INTRODUCTION

**Nearly three quarters of the Essex Police area is classified by the Office of National Statistics as “rural” and Essex Police acknowledges that rural areas require a different style of policing to urban environments (as outlined in Appendix 1).**

It is recognised that certain types of crime/incidents are more common in rural areas and some crimes, such as the theft of agricultural machinery, are almost uniquely rural.

The impact of crime and anti-social behaviour (ASB) on victims and communities can be greater in rural areas where there are fewer local amenities and support services and people can feel more isolated and vulnerable.

Despite a consistent fall in the overall level of recorded crime in the last 10 years, it has become increasingly clear at engagement events (e.g. Farmers’ Action Panels, the Police, Fire and Crime Commissioner’s Rural Crime Forum and via the Essex Rural Partnership) that people within rural communities believe that:

- crime is rising
- feel increasingly insecure within their own neighbourhood
- rural policing is being sacrificed in favour of urban areas.

Whilst these perceptions may not be borne out by evidence, we recognise that the fear of crime is very real, and has a detrimental impact on residents and businesses within rural communities and Essex Police has a responsibility to respond to these concerns.

Rural Crime is therefore a priority for the Police, Fire and Crime Commissioner for Essex, and is an integral part of the Police and Crime Plan 2016-2020.

The [Police and Crime Plan](#) emphasises the need for greater collaboration and partnership working and identifies 3 building blocks for success:

## 1. Prevention

By making sure that crime and anti-social behaviour do not happen and that everybody is kept safe from harm.

## 2. Communication & Engagement

By giving the public a voice in local policing and working together to reduce crime and anti-social behaviour

## 3. Volunteering

By providing opportunities that enable people to undertake a more active role in reducing crime and anti-social behaviour

This strategy has been developed in accordance with these principles.

To support the delivery of this strategy and to demonstrate our commitment to tackling rural crime, in October 2017, Essex Police introduced the [Gypsy, Traveller and Rural Engagement Team \(GTRET\)](#) based within the [Local Policing Support Unit \(LPSU\)](#) at Essex Police Headquarters, providing a county-wide resource.

The team will initially concentrate on four main areas:

1. Unauthorised traveller encampments<sup>1</sup>
2. Rural engagement
3. Hare coursing
4. Fly Tipping

by engaging with rural communities to reduce crime and anti-social behaviour through the delivery of activity such as Operations Buzzard<sup>2</sup> and Galileo<sup>3</sup> to detect and disrupt criminality.

<sup>1</sup> For the joint protocol regarding unauthorised encampments, please see: [www.essex.pfcc.police.uk/news/essex-gypsy-traveller-protocol-unlawful-encampments](http://www.essex.pfcc.police.uk/news/essex-gypsy-traveller-protocol-unlawful-encampments)

<sup>2</sup> Operation Buzzard is an initiative to combat crime in rural communities utilising a variety of tactics, particularly the Essex Police drones.

<sup>3</sup> Operation Galileo is a national operation to tackle hare coursing

## 2. IMPACT OF RURAL CRIME

**Whilst some types of crime, such as business crime, domestic abuse and hate crime, can take place anywhere, we acknowledge that the fear and impact of such crimes in rural areas can be different, primarily due to perception and increased feelings of vulnerability resulting from isolation.**

Crimes related to farming and agriculture or wildlife and the environment are entirely unique in their nature and require a specialist approach.

Crime in any area can have a negative influence on the economic prosperity and quality of life within the community.

Potential investors could be deterred from setting up new businesses if crime rates are high.

Security measures can hamper daily activity and may blight communities and the countryside.

Small businesses in rural areas have limited resources that are not easily replaced. The theft of a single, high value, piece of machinery or plant can threaten the viability of the business and cause considerable stress and anxiety for owners and employees and have an adverse impact on the wider rural economy due to short term unemployment, lack of services and investment in local shops and businesses.

A report to Crimestoppers from Women's Aid in 2013 showed that 26% of women using specialist domestic abuse services came from rural areas, while only 19% of the UK population lives in rural areas which indicates a degree of disproportionality.

A lack of local support services and a feeling of isolation exacerbate the impact of this type of crime.

Young people in rural areas may find it difficult to access a wide range of services such as family social services, employment opportunities, and leisure facilities.

Consequently, the risk of them being involved in crime or disorder may increase.



“ Crimes related to farming and agriculture or wildlife and the environment are entirely unique in their nature and require a specialist approach. ”

# 3. VISION

Our vision is to actively strengthen our response to fighting crime in rural areas through the effective use of policing resources, partnerships and working with our rural communities.



# 4. MISSION

Through consultation with key partners (as outlined in [Appendix 2](#)) we have established our aims, our priorities and the means by which these will be achieved.

## Our aims are:

- ▶ to reduce the volume of crime and ASB being committed in rural areas
- ▶ to continue to bring offenders to justice
- ▶ to increase public confidence in Essex Police

Needs and issues for communities, businesses and the environment are different and our priorities reflect this:

## Communities

- visible and accessible policing; having a recognised place to go for advice/reporting
- maintaining a police and volunteer presence in rural areas
- recognising the exaggerated impact of crime caused by isolation
- working to address speeding and road safety
- working to provide an effective and efficient 101 service

## Businesses

- Recognising the impact of theft (of vehicles and equipment) on business operations and finances in rural communities

## Environment

- Working to reduce ASB and fear of crime and improve personal safety
- Working to deter and detect fly tipping
- Working to deter and detect Hare coursing.

We will achieve our aims by **means** of:

- innovative problem solving
- devising practical solutions to identified local problems
- effective partnership working
- supporting victims of crime
- improving crime prevention

# 5. DEFINING RURAL CRIME

**There is no National Police Chiefs' Council (NPCC), Home Office or National College of Policing (NCoP) definition of Rural Crime, accordingly the definition varies considerably between police services.**

Historically Essex Police has separated its geographical area into rural and urban beat codes in order to set appropriate response times for incidents (10 minutes for urban, 20 for rural).

The National Rural Crime Network uses the [2011 Rural-Urban Classification of Local Authority Districts](#) and other higher level geographies definition of rurality for the purpose of research.

Other organisations and rural-themed areas of work use the [2011 Rural-Urban Classifications](#) of Super Output Areas (SOAs), which offers a greater precision in classification and resultant measuring.

We have an aspiration to be able to record and measure crime in Essex according to SOA Rural-Urban classification.

For the purposes of this strategy we will consider Rural Crime to be:

“ Any crime committed in a rural location, or where the victim is specifically targeted because of their connection to, or involvement in, the rural community, economy, or area ”

Rural crime is often thought of in terms of theft of plant, livestock, metal, oil or damage to property, however this strategy seeks to incorporate all types of crime and wider issues that have a significant impact on rural communities, such as:

Anti-Social Behaviour	Assaults and Domestic Abuse	Wildlife Crime
Fly-Tipping	Hare Coursing	Damage/ Arson/ Vandalism
Dwelling Burglary	Drug and Substance Misuse	Fear of Crime / Personal Safety / Harassment
Theft from Outbuildings	Forced Labour/ Slavery	Racial Harassment and Intimidation

# 6. APPROACH

By clearly **defining** rural crime we will be able to fully understand the volume, distribution, nature and frequency of these offences and compare our performance against our most similar forces.

Through **analysis** of this data we will be able to focus our resources into the areas of greatest need and develop innovative solutions to tackle the issues.

Our Crime Prevention Tactical Advisors (CPTAs), Essex Watch Liaison Officers (EWLOs), Local and Community Policing Teams (LPTs/ CPTs) will engage with our repeat and vulnerable victims, offering advice, support and developing crime prevention and reduction plans thereby enhancing public confidence and satisfaction in areas that have historically considered themselves neglected in favour of urban centres.

Through focused, visible policing at a local level, we will:

- ▶ reassure rural communities
- ▶ deter crime
- ▶ gather (and share) intelligence
- ▶ bring to justice those who commit crimes in rural areas.

Throughout this process we will constantly **evaluate** our tactics, sharing and adopting best practice and intelligence and developing innovative partnership projects and solutions to reduce rural crime.

This strategy has been informed by consultation with a variety of stakeholders (as outlined in [Appendix 2](#)).



As a result of this consultation, we will place particular focus on the following:

- ▶ continuing to work closely with partners, such as those shown at the bottom of this page developing [Farm and Rural Watch](#)
- ▶ continuing to host Rural Crime Awareness Days and similar events
- ▶ making the best use of established and new communication links
- ▶ enhancing our use of social media to share intelligence and good practice
- ▶ working closely with Community Safety Partnership Hubs
- ▶ maximising the benefits and opportunities of volunteering including:
  - dedicated members of the Special Constabulary as part of the GTRET
  - Improving links and communication between areas of volunteering within Essex Police
- ▶ maximising the benefits of community involvement through
  - Raising awareness and activity of Watch Schemes
  - Encouraging self-help via local prevention initiatives
  - Using community networks (including the Voluntary and Community Sector and Parish Councils) to promote volunteering
- ▶ increasing use of covert cameras to protect remote locations
- ▶ developing a public-facing rural publication which brings together advice and information pertinent to rural areas
- ▶ sharing Intelligence and good practice with neighbouring forces, enforcement agencies and other partners.

National Farmers Union (NFU)	Country Land and Business Association (CLA)	Neighbourhood Watch (NHW)	Crimestoppers
Rural Community Council of Essex (RCCE)	Essex Rural Partnership (ERP)	Essex Association of Local Councils (EALC)	Essex County Council (ECC)

“ By clearly defining rural crime we will be able to fully understand the volume, distribution, nature and frequency of these offences and compare our performance against our most similar forces. ”

# 7. GOVERNANCE

This strategy will be led by the **LPSU**.

Its delivery and implementation will be supported and assisted by working with partner organisations, using established relationships and by developing new ones.

The LPSU will ensure that the appropriate structures are in place to support and deliver this strategy and monitor the delivery of the strategic plan.

Delivery of this strategy will be monitored through two primary channels:

- 1. The Local Policing, Crime and Public Protection (LPCPP) Board**, which is chaired by the Assistant Chief Constable (LPCPP) has oversight of the operational aspects of crime reduction and scrutinises new developments, operational activity and performance in line with Essex Police's over-arching Crime Prevention Strategy.
- 2. The Office of the Police, Fire and Crime Commissioner (OPFCC)** which oversees the interaction between Essex Police and the diverse communities of Essex.

Delivery will utilise the support of, and consult with, key partners to influence future direction and delivery of the strategy, particularly:

- 3. The Rural Crime Forum (RCF)** which is chaired by the Police, Fire and Crime Commissioner (PFCC). This forum will monitor the strategic developments in line with the Rural Crime Strategy and act as a conduit between the rural community, the PFCC and the Police.
- 4. The Essex Rural Partnership (ERP)** which is a non-statutory body, working to raise the profile of rural Essex at a local, national and EU level.

The ERP brings together a wide range of organisations from the public, private and voluntary sectors, to coordinate action on the major economic, social and environmental issues facing rural Essex.

The ERP has been a significant contributor to the development of this strategy and will be a key partner in its successful delivery.





**WARNING**  
**THIS IS AN OPERATION BUZZARD AREA**

**OPERATION BUZZARD**

**Tackling rural crime with the help of rural communities**

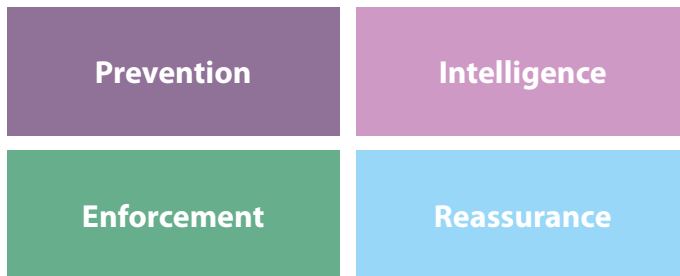
Operation Buzzard is an initiative to coordinate all rural crime related operations in Essex. These operations will make best use of all the specialist teams and partners we have to ensure we are in the best position to tackle a range of rural crime offences.

Find out more and how you can help by going to [essex.police.uk/operationbuzzard](#) or contacting the call centre with your enquiries

CALL ESSEX POLICE 101

# 8. TACTICAL OPTIONS (PIER)

We will work with partners and key stakeholders in public and voluntary sectors to address rural crime in Essex via 4 key elements:



## Prevention:

- ▶ We will seek opportunities for early intervention to prevent crime and deter criminality
- ▶ We will encourage rural communities and businesses to engage with their local watch schemes (via their local EWLO), Action Panels, CPTAs and local police to share information and intelligence around offenders, trends and crime series.
- ▶ Via the PFCC's Rural Crime Forum, Farmers and Rural Watch meetings, with the assistance of partners and via a variety of media we will provide timely information and crime prevention advice to prevent rural communities and businesses becoming victims of crime, thereby improving confidence in policing
- ▶ We will look to improve our use of technology and information sharing to identify individual and organised criminality and to share intelligence
- ▶ We will provide training and support to rural businesses, community groups, watch schemes and partners to promote intelligence sharing and proportionate intervention
- ▶ We will provide training and guidance to Essex Police staff receiving initial reports of crime, ASB or suspicious activity to ensure they understand the impact such incidents can have on the rural community (e.g. hare coursing, poaching)
- ▶ We will provide training to develop the specialist rural policing skills of frontline officers
- ▶ We will develop opportunities to offer training for partner organisations so that they can better understand our work and be better placed to add value to what we do

- ▶ We will identify repeat and vulnerable victims and prioritise activity towards them, ensuring that policing teams are visible and easily available to rural communities, particularly those who are vulnerable or isolated
- ▶ We will actively target rural areas when recruiting officers to the Special Constabulary
- ▶ We will promote the Active Citizen/ volunteering agenda in rural communities
- ▶ We will work with other departments and partners to promote road safety in rural areas.



**Intelligence:**

- ▶ We will routinely “flag” rural crime incidents for ease of recognition and analysis
- ▶ We will identify hot spots and repeat victims and set intelligence requirements around key offenders
- ▶ We will develop our information sharing regarding current crime hot spots with rural communities to improve crime prevention awareness, vigilance and to encourage intelligence on known offenders
- ▶ We will fully explore the use of Automatic Number Plate Recognition (ANPR) capability and promote the use of such cameras in rural areas, particularly those with limited access
- ▶ We will ensure that all relevant information reaches our staff via local briefings and ensure they are aware of the requirement to focus on rural crime
- ▶ We will work with the Integrated Offender Management Team (IOMT) to explore all opportunities for diversion and enforcement
- ▶ We will undertake analysis of rural crime and links with Organised Crime Gangs particularly for high value crimes (e.g theft of plant)
- ▶ We will ensure that our Community Safety Accreditation Scheme (CSAS) partners are fully briefed and able to share intelligence in a timely fashion
- ▶ We will ensure that those involved in the Active Citizen agenda have a clear communication channel to provide intelligence and information
- ▶ We will improve intelligence sharing and partnership working to develop awareness and reduce targeting of vulnerable and isolated sections of rural communities
- ▶ We will enhance our collection of community intelligence through working with partners and other organisations, such as Crime stoppers.

**Enforcement:**

- ▶ We will increase visible presence (both Police and partners) in identified hot spots and around areas of repeat victimisation
- ▶ We will actively encourage rural communities to report crime, particularly those crimes that have historically been under reported, by promoting the 101 phone number, on-line reporting and ensuring call-handling staff are adequately trained to identify rural-specific issues
- ▶ We will encourage appropriate proactive use of Stop and Search powers in rural areas
- ▶ We will encourage the use of alternative resolutions for low level, first time offences (e.g. Community Payback, Community Resolution) to allow greater focus and proactivity around offenders
- ▶ We will, Together with statutory partners, explore the increased use of appropriate ASB legislation
- ▶ We will continue to train officers to recognise stolen agricultural plant
- ▶ We will refresh and re-publish the Rural Officers Companion to assist with the identification of rural offences and to offer appropriate guidance to Officers.

**Reassurance:**

- ▶ We recognise that there is a need for residents in rural areas to feel safe
- ▶ We will educate Officers and Staff to understand the impact of rural crime on victims
- ▶ We will use the Special Constabulary and volunteers (e.g. Active Citizens) to help increase visibility and accessibility of policing in rural areas
- ▶ We will make sure that opportunities to meet with Essex Police and the PFCC for Essex are communicated to those who could benefit
- ▶ We will make best use of communication channels (including traditional media, electronic communications, events).

# 9. DELIVERING THE STRATEGY



The strategy will be delivered by a number of key methodologies:

▶ The **Gypsy, Traveller and Rural Engagement Team (GTRET)**:

this team launched in the Autumn of 2017 and consists of 1 Sergeant and 4 Constables, including a dedicated Wildlife, Heritage and Rural Crime Officer.

The team will have responsibility for all Gypsy and Traveller issues in the county (particularly unauthorised encampments) and be responsible for long term problem solving in rural communities, providing visible and accessible policing and a place to go for advice, initially focussing on fly-tipping and hare-coursing.

▶ **Community Policing Teams (CPTs):**

Each of the 10 policing districts in Essex (see Appendix 3) has a dedicated CPT with the remit to resolve long term problems in their community.

Each team comprises of an Inspector, Sergeants, Constables, Police Community Support Officers (PCSOs), members of the Special Constabulary, Police Support Volunteers and Active Citizens.

The teams work with key partners within the Community Safety Hub structure to address the local Community Safety Partnership (CSP) priorities and any emerging issues.

With the exception of Harlow and Southend, each team has a dedicated Single Point of Contact (SPOC) for rural crime.

Each team will be responsible for identifying crime trends, hotspots or issues relating to rural crime in their district and working with the GTRET and wider partnership to develop sustainable solutions.

▶ **Partners:** Essex Police has developed its partnership working with a wide range of statutory (e.g. CSPs, Local Authorities, Essex County Fire and Rescue), Third Sector (e.g. National Farmers Union and the Country Landowners Association) and volunteer (e.g. Neighbourhood Watch, Crimestoppers) partners to prevent crime and disorder across the county.

A number of these partners have been involved in the development of this strategy and we will continue to work with them to explore opportunities for their contribution to its delivery.

▶ **Citizens in Policing Programme (CiPP):**

This programme is led by the Home Office and the NCoP and seeks to utilise volunteers to support the Police in reducing and preventing crime and disorder.



In Essex the CiPP has 5 main strands:

**1. The Community Safety Accreditation Scheme (CSAS)** whereby certain organisations are accredited with low-level policing powers to tackle crime and anti-social behaviour. Essex has the largest scheme in England and Wales with over 500 Accredited Persons.

These Accredited Persons can be used to support the Rural Crime Strategy where appropriate.

**2. Police Support Volunteers (PSVs)** are volunteers who undertake specific training and are vetted to be able to work within Essex Police departments and premises in a wide range of supportive roles.

Essex has 150 PSVs with an aspiration to have 10 PSVs within each district. In rural areas we aim to recruit people with knowledge of the local areas and the challenges faced and who are able to contribute to solutions.

**3. Active Citizens** are volunteers who assist the Police in a wide range of roles in the wider community, helping to provide information and reassurance.

Their assistance can take a variety of forms and will be utilised in rural areas to promote crime prevention messages and support local teams in accessible, visible policing

**4. Volunteer Police Cadets (VPCs)** is a national, uniformed voluntary youth organisation which launched in Essex in April 2015.

We now have 10 VPC Units and 222 Cadets.

The scheme is open to young people aged 13-18, including those vulnerable to crime or social exclusion.

The aim of the scheme is to prepare young people for their future by providing varied activities and opportunities to develop qualifications, enhance their inter-personal skills and confidence, and achieve a sense of pride through supporting Community Policing.

VPCs work closely with their local CPTs and partners on crime and ASB reduction and to increase public reassurance via highly visible patrols and activity

**5. Watch Schemes:** there are a number of specialist watch schemes in Essex, administered by Essex Watch Liaison Officers (EWLOs) based within the LPSU, including such themes as **Farm Watch**, **Horse Watch** and **Heritage Watch**.

These schemes provide a wealth of information about crime and local issues to the Police and their memberships, enabling us to map need and allocate our resources effectively.

# 10. THE FUTURE...

The [NPCC Policing Vision 2025](#) states:

“The link between communities and the police will continue to form the bedrock of British policing.

Local policing will be tailored to society’s complex and diverse needs – with the delivery of public protection being informed by community priorities and robust evidence-based demand analysis.”

The Vision talks of:

“working with a range of partner agencies including health, education, social services, other emergency services, criminal justice and victims’ organisations .... to reflect the more complex emerging crime challenges while being conscious of service-drift, as partner agencies capacity is reduced.”

These themes of partnership working and community relations are inherent in this strategy, and must clearly remain priorities for rural policing, as well as policing in a wider context.

There are a number of specific challenges which we anticipate in the short-medium term future, including:

## Funding and Resources

Whilst the full implications are unclear it is expected that the UK’s withdrawal from the EU will, in the short-term at least, place added pressure on public funding.

It will become increasingly important to justify the use of resources in all areas of public spending, including policing, placing an expected emphasis on statistics-driven prioritisation.

Pressure on public funding will also increase the need to look at alternative methods of funding specific projects and activities, leading to exploration of grant funding and private sponsorship.

## Growing Population

It is anticipated that Essex will experience a population growth of 17% by 2036<sup>4</sup> the housing demand this will generate, coupled with the proposed establishment of three new Garden Communities in North Essex will present a significant rural policing challenge.

There is also possibility that further garden communities may be announced.

There will be a need to provide adequate resources to support crime prevention delivery, and to ensure that planning for safe communities is undertaken at an early stage.

Opportunities arising from S106<sup>5</sup> agreements should be explored as a potential means of helping to resource the additional need to protect and serve these new developments.



### Ageing population

Whilst life expectancy is increasing, and people are assisted to live in their own homes for longer, this can lead to a less mobile population who feel particularly vulnerable.

In rural areas social isolation adds to feelings of vulnerability and the elderly can become easy targets for criminals.

In this situation, reassurance and communication become key parts of any strategy to support rural communities in particular.

### Technology

Improvements in technology present both a challenge and an opportunity.

As use of technology in rural environments, and its value, increases, the motivation to commit crime, and the resulting cost, also rise.

Alongside this, technology can be used to commit new forms of crime and those who are remote from services are more likely to be using such technology and therefore more likely to become victims.

Improvements in technology can also be used to our advantage, through better ability to inform residents and businesses, and better ways of gathering intelligence.

### Under-reporting

Whilst this is not a new challenge, it is one that is likely to continue.

Ensuring rural communities do not feel isolated and forgotten will continue to be important as this sits alongside their willingness to report crime and share information when it occurs.

We will continue to endeavour to make it easier for the public to contact Essex Police (including [on-line reporting](#)).

### Changing nature of crime

As violent crime, cyber-crime and threat of terrorism are all predicted to increase, ways of preventing and addressing these in rural areas must be considered.

### Diversity and complex needs

Serving a diverse community means being able to deal with a variety of complex needs, particularly a growing need to work with mental health needs, as well as a variety of cultural differences, as apparent in rural areas as in urban.

<sup>4</sup> Greater Essex Growth and Infrastructure Framework 2016-2036 ([www.essex.gov.uk/Documents/GIF.pdf](http://www.essex.gov.uk/Documents/GIF.pdf))

<sup>5</sup> S106 refers to [Section 106 planning obligations as part of the Town and Country Planning Act 1990](#) (as amended), which mitigate the impact of development on a local area, and are negotiated as part of the planning permission process.



# 11. MEASURING SUCCESS

**We will measure the success of this strategy across 4 key areas:**

1. The number of positive disposals for rural crime
2. A reduction of repeat victims of crime in rural areas.
3. Conducting masterclasses with partners/ other forces to identify “what works”
4. A measurable increase in satisfaction

**As well as the defined measures 1 - 4 above, we will expect success to be recognised through:**

- ▶ the provision of crime prevention advice available to rural communities
- ▶ an increased confidence in policing rural areas
- ▶ a decrease in the value of rural crime (NFU Mutual report)
- ▶ increased engagement and membership of Farm and Rural Watch
- ▶ the amount of shared intelligence and identified best practice.



# APPENDIX 1

## BACKGROUND AND CONTEXT

### Background

Data from the Office of National Statistics indicates 72% of the land area in Essex is classified as rural.

As well as the countryside of north Essex, this includes important areas of farmland and nature reserves in the more urban south of the county, which are often overlooked.

#### The county of Essex contains:

- ▶ **250,000**  
hectares of farmed land
- ▶ **1,750** farmers
- ▶ **350,000**  
residents in rural Essex
- ▶ **75,000**  
children in rural Essex
- ▶ **22,500**  
businesses and industries based in rural Essex

#### National Rural Crime Report (2015)

The report highlighted underreporting and fear of crime as particular issues, alongside poor perceptions of rural policing.

- ▶ **Financial impact of crime on rural economy is significant;** the cost of crime to rural communities is £800 million, equivalent to £200 for every household in the countryside.  
The average cost to households who are victims of crime is £2500 and it is £4100 for rural businesses.  
Only 26% of households that suffered a loss made an insurance claim. Amongst rural businesses the figure was 32%.

- ▶ **Fear of crime is relatively high and increasing, with emotional cost of crime taking its toll too;** 39% of rural people are very or fairly worried about becoming a victim of crime, compared to 19% nationally.

Even more worryingly, 32% of respondents are more fearful of becoming victims of crime than five years ago, compared to only 3% who are less fearful.

The most significant emotions reported are ones of anger and frustration but the increased fear and concern as a result of being a victim of crime raises the pervasive fear of crime.

- ▶ **Low satisfaction rates of police performance in rural areas;** rural communities have a poor perception of the performance of their police service and see the police as being out of touch with them and the impact crime has on their lives. 39% of rural people rate the police as good (32.4%) or excellent (6.3%).

Only 39% agree the police can be relied upon to be there when needed, which compares to 61% nationally.

Similarly only 33% of respondents agree that their local police deals with the things that matter to their community – again the national comparison is 62%

- ▶ **Crime is under reported in rural areas (including civil offences e.g. fly-tipping<sup>6</sup>);** more than one in four (27%) did not report the last crime of which they were a victim, this means that against Home Office figures of 294,000 rural crimes between April 2014 and May 2015, the actual number of crimes could be as high as 403,000.

Worryingly the main reasons crimes were not reported were because the victim either felt it was a waste of time or that the police would not be able to do anything.

<sup>6</sup> Whilst fly-tipping is technically a civil offence, in Essex it is dealt with via a multi-agency approach in which Essex Police is a partner; [www.essexruralpartnership.org.uk/FlyTipping.aspx](http://www.essexruralpartnership.org.uk/FlyTipping.aspx)

# APPENDIX 2

## RESEARCH AND FINDINGS FROM PREVIOUS CONSULTATIONS

This strategy draws on information and research, including that used for other strategic documents and from relevant events.

### Essex Rural Partnership's Rural Strategy (2016)

The Essex Rural Partnership (ERP) published a new [Rural Strategy](#) in July 2016.

In preparation for this the ERP carried out research through an online public questionnaire and through workshop sessions.

Findings from the pre-strategy questionnaire (in winter 2015) showed that

- ▶ only **31%** of people responding to our survey are **confident that they feel safe in rural areas** all of the time
- ▶ **61%** of Essex residents have **felt unsafe due to traffic conditions in rural areas** over the last 12 months
- ▶ **51%** of respondents to our survey citing a **lack of police presence as a reason why they have felt unsafe** over the last 12 months

The ERP Rural Strategy priorities 9a- 9d support initiatives which will result in rural communities and businesses being, and feeling, safer places in which to be.

Essex Police supported the launch of the new strategy and the Police, Fire and Crime Commissioner for Essex is the current nominated lead for chapter 9.

### Rural Crime Awareness Day (RCA) findings (2016)

Essex Police holds biennial Rural Crime Awareness Days.

As part of these events, attendees are invited to indicate which issues are priorities for them.

The 2016 Rural Crime Awareness day highlighted the following as key concerns:

- ▶ Theft from outbuildings
- ▶ Hare coursing
- ▶ Theft of fertiliser, fuel and machinery

### Essex submission contributing to national research to find the top national priorities for rural crime (July 2017)

In July 2017 Essex Police was invited to contribute to research to find the top national priorities for rural crime.

After consultation, the top priorities for rural policing in Essex were submitted as:

1. Anti-Social Behaviour and fear of crime / personal safety
2. Theft from outbuildings, including sheds, barns, etc.
3. Fly-tipping
4. Hare coursing

As well as the need to focus on particular types of crime which pose a threat to rural areas, there are some over-arching issues which remain a priority for rural policing.

- ▶ **Visible policing;** maintaining a visible rural presence and supporting volunteer activity.
- ▶ **Speeding and road safety** (in village communities and remote areas; which were found to be the primary concern of rural residents who were consulted for the Essex Rural Strategy.
- ▶ **An effective and efficient 101 service;** enabling and encouraging reporting of crime

Needs and issues for communities, businesses and the environment are different, and local priorities can be summarised thus:

- ▶ **Communities;** visible and accessible police; having a recognised place to go for advice/ reporting and retaining rural police and volunteers in rural areas, and the exaggerated impact of crime caused by isolation.
- ▶ **Businesses;** Theft (of vehicles and equipment, having an impact on business operations and finances.
- ▶ **Environment;** Fly tipping and hare coursing.

# APPENDIX 3

## POLICING DISTRICTS IN ESSEX

Whilst the county of Essex consists of 14 local authority areas and 15 local authority bodies (12 boroughs and districts operating as part of a two-tier structure with Essex County Council and 2 unitary authorities), there are 10 District Policing Areas (DPAs) grouped into 3 Local Policing Areas (North, West and South):

### North:

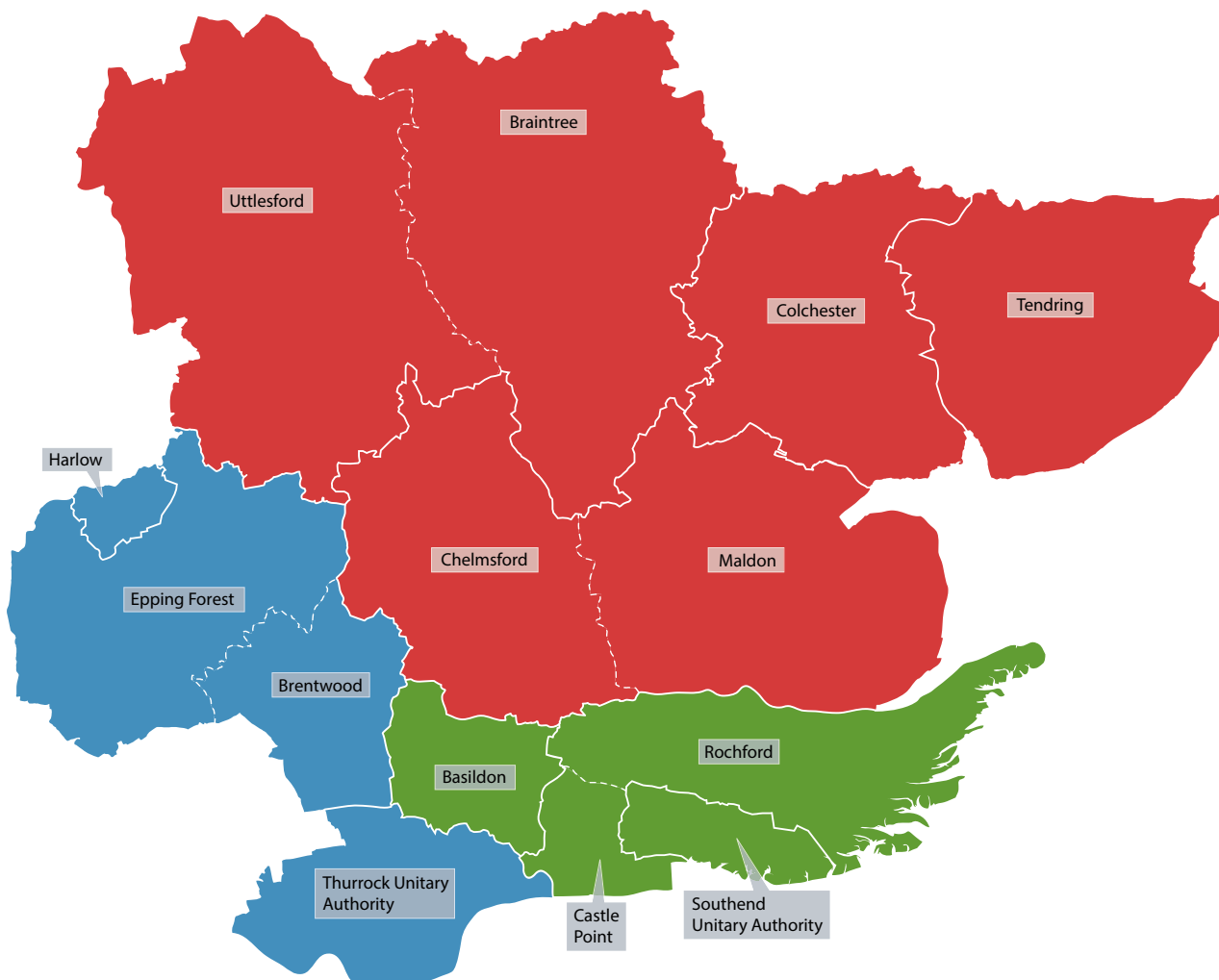
- [Braintree & Uttlesford](#)
- [Chelmsford & Maldon](#)
- [Colchester](#)
- [Tendring](#)

### West:

- [Brentwood & Epping Forest](#)
- [Harlow](#)
- [Thurrock](#)

### South:

- [Basildon](#)
- [Castle Point & Rochford](#)
- [Southend](#)



Each District Policing Area is managed by a Chief Inspector, supported by a team of Inspectors, Sergeants, Constables, PCSOs, Special Constabulary and Volunteers.

# APPENDIX 4

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## CONTACTS

### **Office of the Police, Fire and Crime Commissioner**

[www.essex.pfcc.police.uk](http://www.essex.pfcc.police.uk)  
01245 291 600

### **Your Local Community Policing Team**

[www.essex.police.uk/your-area](http://www.essex.police.uk/your-area)  
Tel 101

### **Gypsy, Traveller and Rural Engagement Team (GTRET) (Headquarters)**

[www.essex.police.uk/advice/rural-crime](http://www.essex.police.uk/advice/rural-crime)  
Tel 101

### **Your Local Crime Prevention Tactical Adviser**

[www.essex.police.uk/advice/crime-prevention-tactical-advisors](http://www.essex.police.uk/advice/crime-prevention-tactical-advisors)  
[crimepreventiontacticaladvisors@essex.pnn.police.uk](mailto:crimepreventiontacticaladvisors@essex.pnn.police.uk)  
Tel 101

### **Your Local Essex Watch Liaison Officer:**

[www.essex.police.uk/advice/essex-watch](http://www.essex.police.uk/advice/essex-watch)  
Tel 101

### **Essex Rural Partnership**

[www.essexruralpartnership.org.uk](http://www.essexruralpartnership.org.uk)  
01376 574 330

### **Rural Community Council of Essex**

[www.essexrcc.org.uk](http://www.essexrcc.org.uk)  
01376 574 330

### **National Farmers Union (Essex)**

[www.nfuonline.com](http://www.nfuonline.com)  
[adam.scott@nfu.org.uk](mailto:adam.scott@nfu.org.uk)  
01638 672100

### **Country Land and Business Association (CLA)**

[www.cla.org.uk](http://www.cla.org.uk)  
[east@cla.org.uk](mailto:east@cla.org.uk)  
0207 235 0511

### **Farming Community Network**

[www.fcn.org.uk](http://www.fcn.org.uk)  
Urgent: 03000 111 999  
Non-Urgent: 01788 510866

### **Crimestoppers**

[www.crimestoppers-uk.org](http://www.crimestoppers-uk.org)  
0800 555 111

### **Victim Support**

[www.victimsupport.org.uk](http://www.victimsupport.org.uk)  
0808 1689111

# APPENDIX 5

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## GLOSSARY

<b>ASB</b>	Anti-Social Behaviour
<b>CiPP</b>	Citizens in Policing Programme
<b>CLA</b>	Country Land and Business Association
<b>CPT</b>	Community Policing Team
<b>CPTA</b>	Crime Prevention Tactical Advisor
<b>CSAS</b>	Community Safety Accreditation Scheme
<b>CSP</b>	Community Safety Partnership
<b>EALC</b>	Essex Association of Local Councils
<b>ECM</b>	Essex Community Messaging
<b>ERP</b>	Essex Rural Partnership
<b>EWLO</b>	Essex Watch Liaison Officer(s)
<b>GTRET</b>	Gypsy, Traveller and Rural Engagement Team
<b>IOMT</b>	Integrated Offender Management Team
<b>LPCPP</b>	Local Policing, Crime and Public Protection (Board)
<b>LPSU</b>	Local Policing Support Unit
<b>LPT</b>	Local Policing Team
<b>NFU</b>	National Farmers Union
<b>NPCC</b>	National Police Chief's Council
<b>PCSO</b>	Police Community Support Officer
<b>PFCC</b>	Police, Fire and Crime Commissioner
<b>PSV</b>	Police Support Volunteer(s)
<b>RCF</b>	Rural Crime Forum
<b>RCCE</b>	Rural Community Council of Essex
<b>SPOC</b>	Single Point of Contact
<b>VPC</b>	Volunteer Police Cadet(s)



Further copies of this document can be obtained by contacting the Local Policing Support Unit at Essex Police Headquarters: [localpolicingsupportunit@essex.pnn.police.uk](mailto:localpolicingsupportunit@essex.pnn.police.uk)

# PROTECTING COMMUNITIES FROM HARM THROUGH POSITIVE POLICING OF THE ROADS

## Reducing the risk of harm



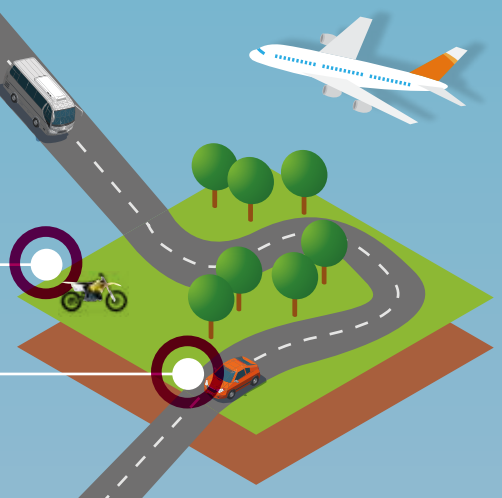
### Risk to Community

#### Car

- + Drink Drive
- + Drug Driving
- + Careless
- + Speed
- + Seat belts
- + Mobile Phone
- + Dangerous

#### Bikes

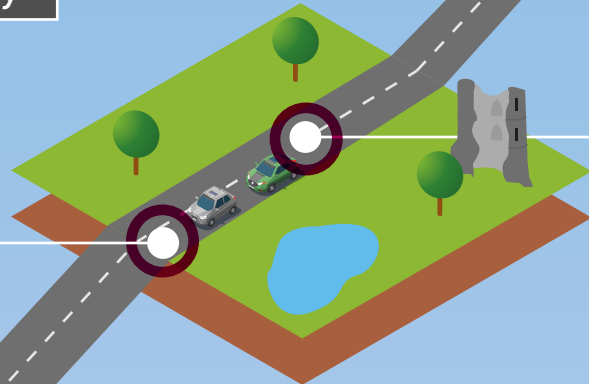
- + Anti Social Behaviour
- + Street Robbery
- + Poor Riding Behaviour



### Risk to Community

#### Car

- Older Driver**
- + Dementia
- + Eye sight
- + Failure to Judge Speed of Passing Vehicles



### Risk to Community

#### Car

- OCG**
- + CSE
- + PWITS
- + Drug driving
- + Mobile phone
- + Excess Speed
- + Weapons
- + Op Raptor



### Risk to Community

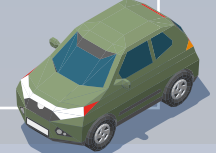
#### Car

- Young Drivers**
- + Drug Driving
- + Speeding
- + ASB
- + Distraction



#### Car

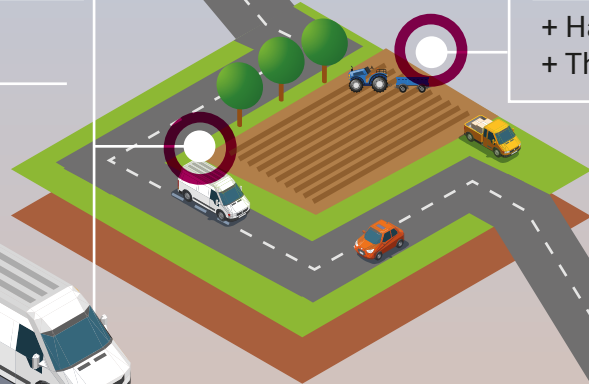
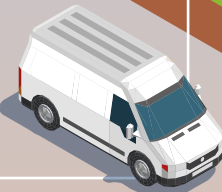
- Theft of MV**
- + Burglary
- + Speeding
- + Clone
- + Drug Driving
- + MOWP
- + PWITs



### Risk to Community

#### Van

- + Modern Slavery
- + Artifice Burglary
- + Theft – Metal
- + Drug Driving
- + HMRC Offences
- + Mobile Phone
- + Hidden Economy



### Risk to Community

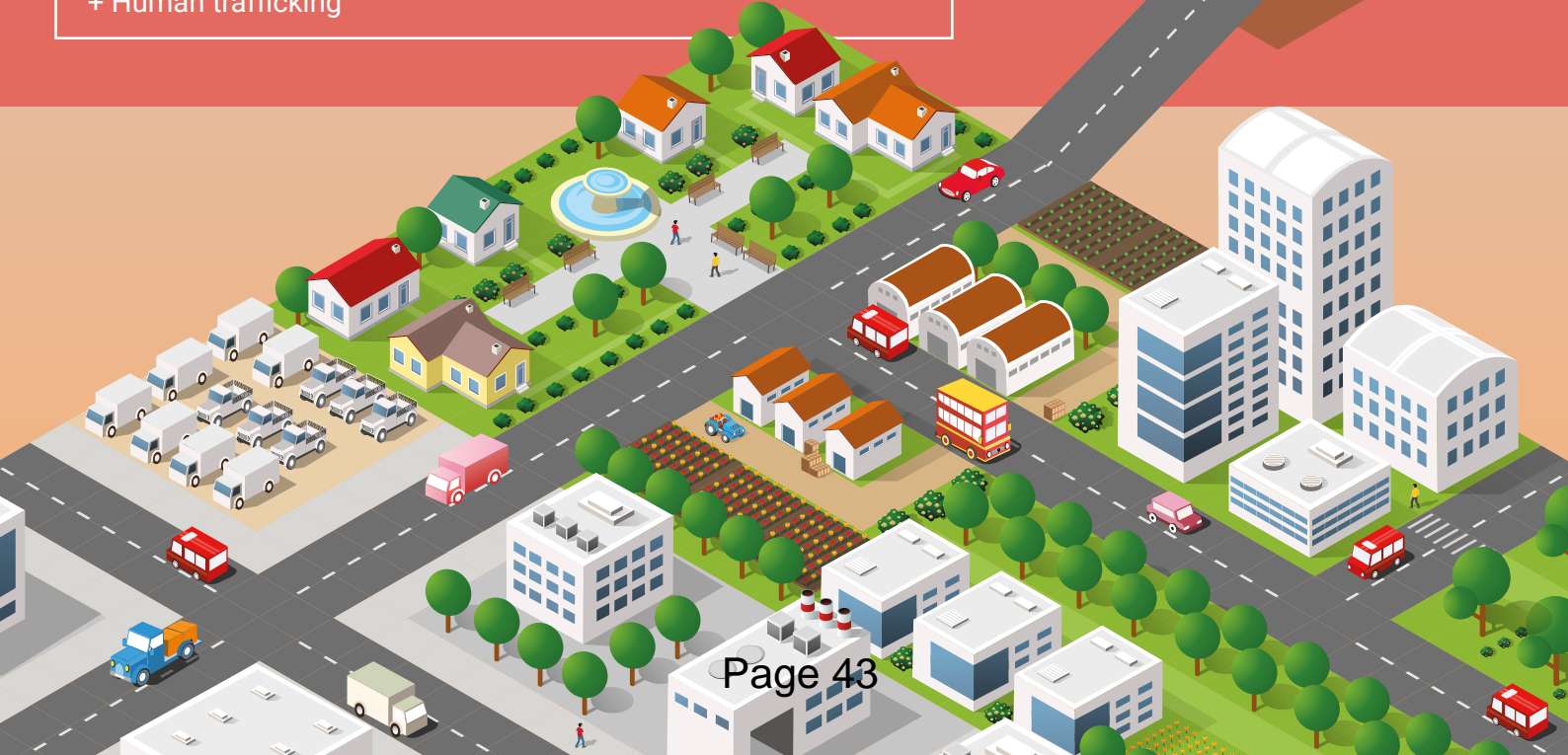
- + Hare Coursing
- + Theft of Plant



### Risk to Community

#### HGV

- + Drug smuggling
- + Anti Terrorism
- + Immigration Offences
- + Drug smuggling Anti Terrorism
- + Immigration Offences
- + Illegal entry to UK
- + Arms smuggling
- + Human trafficking
- + Tobacco
- + Drugs Smuggling
- + HMRC
- + Smuggling
- + Support OCG
- + Drivers hours
- + Mechanical



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## **REPORT of DIRECTOR OF CUSTOMERS AND COMMUNITY**

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**to  
COMMUNITY SERVICES COMMITTEE  
16 JANUARY 2018**

### **HALF YEARLY REVIEW OF PERFORMANCE**

#### **1. PURPOSE OF THE REPORT**

- 1.1 The purpose of this report is to supply Members with details of performance against targets set for 2017 / 18 and to ensure that progress is being achieved towards the corporate goals and the objectives detailed in the Corporate Plan 2015 - 19 adopted by the Council in February 2015 (Minute No. 828 refers) with the most recent annual update approved by the Council in April 2017.
- 1.2 Members should challenge performance or allocation of resources where the Committee feels that the Council's corporate goals have not or may not be achieved.
- 1.3 Where performance or progress is behind schedule or at risk, the reasons why need to be fully understood and decisions taken on what, if any, action is required to bring performance back on track.
- 1.4 Quarterly reviews of performance are undertaken by the Corporate Leadership Team and the Overview and Scrutiny Committee.
- 1.5 All of the performance information contained within this report is recorded on the Council's Performance and Risk Management system (TEN) to which all Members have access.

#### **2. RECOMMENDATION**


Members' views, comments and questions on the information as set out in this report and **APPENDIX 1** are sought.

#### **3. SUMMARY OF KEY ISSUES**

- 3.1 The format of the half yearly performance reports to this Committee is on an "exception" basis i.e. only those activities and indicators that are behind schedule, at risk or not on target will be included. This will ensure the focus is on those areas requiring attention and assisting Members to challenge performance or allocation of resources where the Council's corporate goals may not be achieved.

3.2 **APPENDIX 1** to this report details for each of the corporate goals:

- The key corporate activities which are assessed as being “behind schedule” or “at risk of not being achieved”
- Indicators which are at risk of not achieving the end of year target.

3.2.1 The activities/indicators aligned with this Committee have been marked  to provide easy identification by Members.

3.3 During 2017 a number of achievements were made including;

- A successful series of summer events were facilitated by the Council including the Maldon Motor Show and a new food event Smoke and Fire which was held in August. Carters steam fair also visited Promenade Park for the fourth consecutive year. The events proved popular with the public and contributed to income over the summer via parking charges and direct payments.
- Saltmarsh 75 was held once again in October attracting entrants from far and wide. The event is now in its fifth year and will be held once again in October 2018.
- A number of Coastal Hubs were installed late in the year with official openings in Tollesbury and Heybridge Basin. The Coastal Communities Project will conclude in the spring of 2018 with two major projects, adaptation to the Town Hard in Burnham-on-Crouch and a new Coastal Hub and Viewing Platform in Promenade Park.
- The Community Protection Team became the first Local Authority Team in the UK to be accredited and authorised to undertake speed enforcement on behalf of Essex Police.
- The Councils recycling performance figures were reported nationally and revealed;
  - Maldon had the second biggest increase in recycling rate – 11% after Stroud - which had an increase of 14%. These were the only two councils in England to achieve an increase of over 10%, please see dark green on map below.
  - The overall highest recycling rate is 65% by East Riding District Council, Maldon is 20<sup>th</sup> out of a total of 350 councils with a recycling rate of 58%.
  - Another indicator of success is the amount of residual waste that is sent to ‘landfill’ Maldon sends 343kg per household per year and places us 10<sup>th</sup> best (least amount of waste) out of 350 councils.

3.4 **Complaints and Compliments Received**

3.4.1 59 complaints and 18 compliments about services that report to this Committee were received by the Council between 1 April and 30 September 2017.

Service Area	Total no. of compliments for service	Total no. of complaints for service
Countryside and Coast	1	7
Leisure and Community	0	4
Tourism and Events	0	1
Car Parking Services	0	7
Revenue and Benefits	1	7
Customers	8	1
Waste and Street Scene	4	29
Community Protection	4	3

3.4.2 All complaints received are investigated and action taken to improve service delivery where learnings are identified.

#### 4. CONCLUSION

4.1 Good progress has been made on a number of activities which will contribute to the Council's corporate goals and objectives. However, there are key corporate activities at risk or behind schedule and performance indicators which will not achieve the end of year target. The reasons why need to be fully understood and decisions taken on what, if any, action is required to bring performance back on track.

#### 5. IMPACT ON CORPORATE GOALS

5.1 The Council stated its corporate goals and objectives in the Corporate Plan for 2015 - 19.

5.2 In turn, the services agreed actions (Key Corporate Activities) that they would take forward in 2017 / 18 to contribute to the achievement of these objectives. Performance indicators and measures were established to monitor the impact of these actions and to provide evidence of achievements.

5.3 To ensure that Maldon District Council (MDC) progresses towards or achieves the goals stated in the Corporate Plan, it is important that performance is monitored and managed against targets and milestones.

5.4 It is also important as the Council is accountable to the community that it is able to demonstrate it is monitoring and managing performance effectively.

#### 6. IMPLICATIONS

- (i) **Impact on Customers** – Performance Management is about agreeing and achieving objectives and priorities, monitoring our performance against agreed targets and timescales, identifying opportunities for improvement, making necessary changes and ultimately delivering quality public services.

- (ii) **Impact on Equalities** – For the Council “Equalities” means understanding our staff and customers and making sure that our policies and services are designed to meet their needs and implemented appropriately.

MDC is committed to providing equal opportunity of access to services, and level of service provided, and to work towards developing communities that are free from discrimination.

- (iii) **Impact on Risk** – If performance is not managed effectively by the Council at both Committee and management level, there is a risk that the Council will not achieve its stated priorities and outcomes.

- (iv) **Impact on Resources (financial and human)** – If action is needed to bring key activities or indicators back on track to meet the targets set, a reallocation of resources may be required to ensure that objectives and priorities are achieved.

- (v) **Impact on the Environment** – None.

Background Papers: None.

Enquiries to: Richard Holmes, Director of Customers and Community, (01621 875752) or Julia Bawden, Performance and Risk Officer, (Tel: 01621 876223).

Half Yearly Review of Performance 2017-18



COMMUNITY SERVICES COMMITTEE

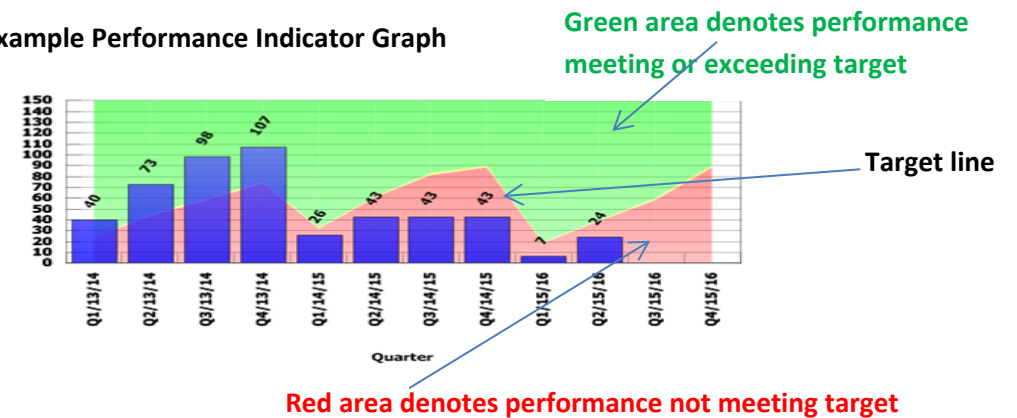
HALF YEARLY REVIEW OF PERFORMANCE 2017-18

The performance reports are produced on an “exception” basis; full details will only be included for those activities and indicators which are behind schedule, at risk or not on target

Status Definitions for Key Corporate Activities

At Risk	There are issues which could impact the completion/ achievement of the Key Corporate Activity in the future
Behind Schedule	Target date for completion of the Key Corporate Activity , or milestones upon which activity depends, have not been met
On Track	Work progressing satisfactorily, milestones upon which the activity depends are being met and overall target for completion should be achieved
Completed	Key Corporate Activity completed – no further work required


Example Performance Indicator Graph



Half Yearly Review of Performance 2017-18

**Corporate Goal - Strengthening communities to be safe, active and healthy**

Key Corporate Activities contributing to this goal - 4			
At Risk	Behind Schedule	On Track	Completed
	1	3	

Key Corporate Activities (KCAs)	Target Date	Status	Comments
 <p><b>Identify and implement Strengthening Communities Strategy projects,</b> such as 1) providing at least three volunteer projects within the District’s open spaces for improved conservation or improved amenity of those areas 2) Pilot project to tackle social isolation in identified area of need</p>	<p><b>March 2018</b></p>	<p><b>Behind schedule</b></p>	<p>Members should note only the development of the strategy is behind schedule all other activities continue and are making good progress</p> <p>The Strengthening Communities Task and Finish Group met in early December, when the Member Group considered a proposed ‘Live Well’ Strategy and made some recommendations for changes.</p> <p>The proposals for a “Livewell Strategy” would be a joint Health and Wellbeing and Strengthening Communities Strategy, incorporating the proposed “Strengthening Communities Vision”. The Livewell Strategy would be owned by MDC (approved and overseen by the Community Services Committee) but endorsed by the Livewell Partnership Group who would help us deliver it.</p> <p>In the meantime work continues on a pilot project in the North of the District, targeting areas which are at a high risk of loneliness and isolation. This project is being supported by resources provided by ECC, including a formal evaluation of the project.</p> <p>Officers are also developing a work stream to maximise</p>


Half Yearly Review of Performance 2017-18

Key Corporate Activities (KCAs)	Target Date	Status	Comments
			<p>volunteering opportunities in the Communities and Coast team. A number of volunteer projects have been implemented on Council sites, including Promenade Park, Elms Farm Park, Maldon, Heybridge and Burnham on Crouch Cemeteries. An average 5-6 people have been volunteering on a fortnightly basis. A number of discussions have taken place with larger employers about conservation projects that their staff could contribute to and it is likely that the Community Payback scheme will be undertaking projects later in the year.</p>

Half Yearly Review of Performance 2017-18

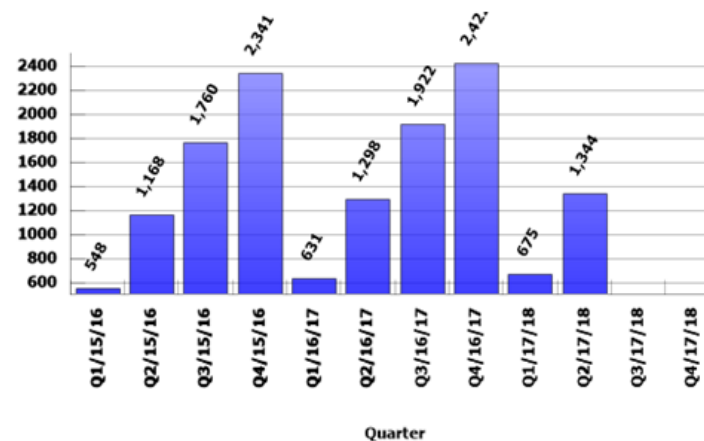
Indicators

For comparison purposes, where available, the figures for the previous year, for the same period in the previous year and the previous quarter are provided.

Indicator	16/17 Actual	17/18 Target	Q2 16/17	Cumulative For the Year 16/17	Q1 17/18	Q2 17/18	Cumulative For the Year 17/18	On track to achieve annual target
 <b>Level of reported crime</b>  Low performance is good	2,422 Incidents of all crime	Fewer reported incidents than in previous year	667 Incidents of all crime	1,298 Incidents of all crime	675 Incidents of all crime	669 Incidents of all crime	1,344 Incidents of all crime	No
	1,000 Anti-Social Behaviour (ASB) incidents		306 ASB incidents	551 ASB incidents	250 ASB incidents	297 ASB incidents	547 ASB incidents	At risk
	Sanctioned detection rate 12.5%	No target	10.5% (April – Sept 2016)	10.5% (April – Sept 2016)	11.1%	11.1% (for the year to date)	11.1% (for the year to date)	N/A

Comment on current performance

See below



## Half Yearly Review of Performance 2017-18

Indicator	16/17 Actual	17/18 Target	Q2 16/17	Cumulative For the Year 16/17	Q1 17/18	Q2 17/18	Cumulative For the Year 17/18	On track to achieve annual target
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Comment on current performance

The community safety partnership continues to implement activities identified within the agreed action plan for 2017 / 18. The partnership has delivered education and interventions for a wide range of areas for this current year which has included the following work:

- Officers continue to work alongside Essex Police and North LPA partners to develop an action plan to tackle gangs and organised crime.
- Officers attend the MACE 1 and MACE 2 meetings to ensure that the needs of vulnerable children for the district are addressed and that processes are in place to tackle the criminal and sexual exploitation of young people. A SET CSE Toolbox has now been approved and a schools resource pack has now been developed and is available to primary and secondary schools. Members should note that both secondary schools in the district received a professional drama based on exploitation entitled Chelsea's Choice on 18 October 2017. This project has been funded by the Youth Strategy Group and delivered through the ECC Youth Service.
- Officers continue to carry out educational events. This included the delivery of Stay Safe this Summer to 300 year 7 students in July focussing on drug awareness (including psychoactive substances). Get Ready for Summer was held at Promenade Park in July and included a wide range of partners including Essex Police, Essex Fire and Rescue Service (EFRS), Neighbourhood Watch (NHW), Essex Watch, Provide, Anglian Water, Victim Support, Red Cross, Safer Roads Partnership, Moat Housing, Environment Agency, HM Coastguard, Land Rover Rescue and Maldon District Council. Crucial Crew was delivered to over 600 year 6 students in September and included workshops on fire safety, road safety, anti-bullying, internet safety, park safety, first aid and alcohol awareness.
- Officers continue to engage with the public to ensure that we are aware of perceptions of crime in certain areas and have used events such as Get Ready for Summer, Blackwater Country Show and Burnham Carnival. This will complement the on-line surveys which we complete each year.
- Members should note that the ANPR system for the Dengie Peninsular is now live and operational at both locations. Essex Police will be asked for some sanitised performance statistics to indicate the effectiveness of this system.
- Members should note that at the RAG meeting in October that funding was agreed from partnership funds to support a number initiatives.


In addition to the above, the following are being taken forward in the coming months:

- A successful public engagement event took place in Maldon in November 2017 which included parish councils, faith groups and schools.
- Use of technology to collate information and data being extended e.g. Trucam and Automatic Numberplate Recognition (ANPR)
- CCTV in Maldon and Burnham Town Centres being upgraded
- Responsible Authorities Group piloting "live" monitoring of Closed Circuit Television (CCTV)
- Feasibility of introducing Maldon "street pastors"
- Partnership working with police on property marking initiative to reduce rural crime.



Half Yearly Review of Performance 2017-18

Corporate Goal - Protecting and shaping the District

Key Corporate Activities contributing to this goal – 10			
At Risk	Behind Schedule	On Track	Completed
2	3	4	1

Key Corporate Activities (KCAs)	Target Date	Status	Comments
 <p>Work with partners to seek funding/bring forward flood relief projects for identified surface and coastal flooding risk areas in the District</p>	<p>March 2018</p>	<p><b>At risk</b> North Heybridge Flood Alleviation Scheme (FAS)</p>	<p><b>North Heybridge FAS</b> - Whilst this report is for the end of the half year (September 2017), the position as at the end December 2017 for the Flood Alleviation Scheme is that the Council is currently working in partnership with the Environment Agency (EA), Essex CC, the developer and others on the business case for an application for Flood Defence Grant in Aid for the flood alleviation scheme incorporated into the North Heybridge Garden Suburb planning application.</p>
		<p><b>Behind schedule</b> CDA 2 Scheme Brickhouse Farm</p>	<p>A report commissioned in 2016 concluded that the cost benefit ratio was below the 1.0 threshold set by the EA to support their approval of funding and support their future ownership, operation and management of the scheme. The Council is currently in the process of undertaking a review of the business case against previous studies to ensure that the benefits have been maximised.</p> <p><b>Critical Drainage Area (CDA) 2 Scheme</b> – This scheme (Brickhouse Farm) has been deferred to 18/19 Capital works. In the meantime further hydrology investigatory works are being completed to establish whether the scheme can be sited in an alternative position. This work will be reported to Members once complete. As a result this is considered to be "behind schedule" albeit this is outside of our control.</p>

Half Yearly Review of Performance 2017-18

Key Corporate Activities (KCAs)	Target Date	Status	Comments
Adopt the Maldon District Design Guide	September 2017	Behind schedule	<p>The Maldon District Design Guide was approved by the Planning and Licensing Committee in March 2017 for public consultation which ended in June with 20 responses received.</p> <p>In September the Committee approved amendments to the Design Guide and it was submitted to Council in December to be adopted as a Supplementary Planning Document.</p>
 <p>Co-ordinate work with housing associations and developers to provide affordable housing and meet the identified requirements for older persons' independent living within the District</p>	Ongoing	At risk	<p>There is interest from a number of possible developers and landowners in the Burnham area, some possible options around the Maldon town area, but fewer considering promoting sites for this use compared with Burnham-on-Crouch.</p> <p>Officers and Members have been working closely to understand and agree the parameters for what constitutes independent living and the criteria for evaluating potential sites so that applications can be considered specifically for this purpose and if need be potential sites can be brought forward for consideration where there is an identified need, but less interest. This will help speed up the process of evaluating and enabling sites for this purpose.</p>
 <p>Work with partners to deliver the new Maldon Health Hub</p>	Ongoing	Behind schedule	<p>The Health Hub Programme Board continues to meet to progress the Health Hub project.</p> <p>The Clinical Commissioning Group (CCG) are continuing to assess what health services should be available at the Hub. This has been delayed whilst the CCG is reviewing their proposal to deliver their Homefirst Strategy, a new way of supporting patients to be discharged from hospital earlier, so they can receive the care they need closer to home. The CCG is planning a full public consultation on Home First this autumn.</p> <p>Should Homefirst be implemented and prove successful it may change the need for the "community beds" in their current form, including at St Peter's. For this reason, the final funding application and consultation for</p>

Half Yearly Review of Performance 2017-18

Key Corporate Activities (KCAs)	Target Date	Status	Comments
			<p>the Maldon Health Hub cannot go ahead until after public views have been heard, the model introduced and potential impact on current care understood.</p> <p>The Project Manager has been asked to confirm clear project milestones so that the project plan can be updated to reflect the impact of this delay.</p> <p>In the meantime, two plans for where services will go within the Health Hub are being developed in parallel – one model including a traditional “community bed” ward, and another where the Hub might not need to make provision for beds in the current sense.</p> <p>Further work is also required to confirm the impact of Pharmacy relocation into the new facility, and an update will be provided to the next project board meeting.</p>


Half Yearly Review of Performance 2017-18

Indicators

For comparison purposes, where available, the figures for the previous year, for the same period in the previous year and the previous quarter are provided.

Indicator	16/17 Actual	17/18 Target	Q2 16/17	Cumulative For the Year 16/17	Q1 17/18	Q2 17/18	Cumulative For the Year 17/18	On track to achieve annual target																										
<p><b>Quality of decision: % of total number of decisions on applications made during the assessment period overturned at appeal</b></p> <p>Low performance is good</p>	<p><b>8.33%</b> Majors only (for the 2 year minus 9 months period as per DCLG assessment re quality of decisions)</p>	<p><b>8.5%</b> (for both major and non-major applications)</p>	<p><b>9.4%</b> Majors only (for the 2 year minus 9 months period as per DCLG assessment re quality of decisions)</p>	<p><b>8.1%</b> Majors only (for the 2 year minus 9 months period as per DCLG assessment re quality of decisions)</p>	<p><b>9.92%</b> (major applications)</p> <p><b>4.03%</b> (non major applications)</p> <p>for the 2 year minus 9 months period</p>	<p><b>10 %</b> (major applications)</p> <p><b>3.92%</b> (non major applications)</p> <p>for the 2 year minus 9 months period</p>	N/A	<p><b>No</b> (major applications)</p>																										
<p><u><b>Comment on current performance</b></u> This is continually monitored using a rolling period of 2 years minus 9 months, to indicate performance leading up to the annual assessment (of whether an authority is designated as underperforming) undertaken by DCLG in January.</p> <p>The threshold for appeal decisions allowed will reduce to 10% for the 2018 assessment and will be applied to applications for both major and non-major applications. While current performance is at this threshold for major applications, four of the applications allowed at appeal that are presently part of the assessment period will no longer be part of the consideration when the next assessment is undertaken and will no longer affect the Council’s performance statistics, therefore bringing us within the threshold.</p>				<p><b>% of total number of decisions on major applications made during the assessment period overturned at appeal</b></p> <table border="1"> <caption>Data for % of total number of decisions on major applications made during the assessment period overturned at appeal</caption> <thead> <tr> <th>Quarter</th> <th>Percentage</th> </tr> </thead> <tbody> <tr><td>Q1/15/16</td><td>8.6%</td></tr> <tr><td>Q2/15/16</td><td>8.8%</td></tr> <tr><td>Q3/15/16</td><td>9.5%</td></tr> <tr><td>Q4/15/16</td><td>9.8%</td></tr> <tr><td>Q1/16/17</td><td>9.4%</td></tr> <tr><td>Q2/16/17</td><td>8.1%</td></tr> <tr><td>Q3/16/17</td><td>6.6%</td></tr> <tr><td>Q4/16/17</td><td>8.3%</td></tr> <tr><td>Q1/17/18</td><td>9.9%</td></tr> <tr><td>Q2/17/18</td><td>10.0%</td></tr> <tr><td>Q3/17/18</td><td>-</td></tr> <tr><td>Q4/17/18</td><td>-</td></tr> </tbody> </table>					Quarter	Percentage	Q1/15/16	8.6%	Q2/15/16	8.8%	Q3/15/16	9.5%	Q4/15/16	9.8%	Q1/16/17	9.4%	Q2/16/17	8.1%	Q3/16/17	6.6%	Q4/16/17	8.3%	Q1/17/18	9.9%	Q2/17/18	10.0%	Q3/17/18	-	Q4/17/18	-
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## Half Yearly Review of Performance 2017-18

Indicator	16/17 Actual	17/18 Target	Q2 16/17	Cumulative For the Year 16/17	Q1 16/17	Q2 17/18	Cumulative For the Year 17/18	On track to achieve annual target
 <b>Total</b> number of long term (i.e. longer than 6 months) empty homes in the District  Number of long empty homes returned to use  <a href="#">High performance is good</a>	<b>219</b> as at 31/03/17 (of which 39 have been empty in excess of 5 years)	N/A	<b>211</b> as at 30/09/16 (of which 37 have been empty in excess of 5 years)	N/A	<b>221</b> as at 30/06/17 (of which 35 have been empty in excess of 5 years)	<b>214</b> as at 30/09/17 (of which 37 have been empty in excess of 5 years)	N/A	N/A
	78	80	20	41	17	9	26	At risk

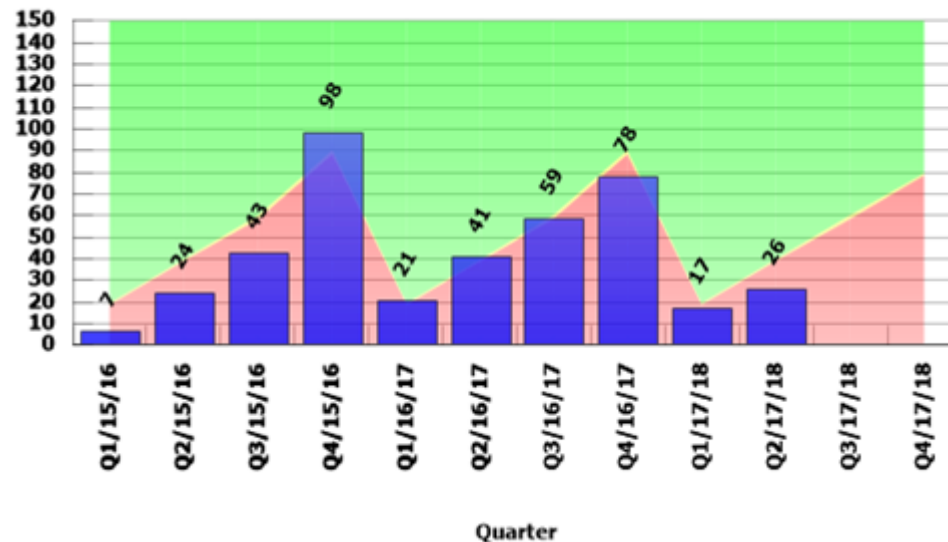
Half Yearly Review of Performance 2017-18

Comment on current performance

Since first tackling empty homes the need for housing has increased and the number of transactions (sales and lettings) has risen most years since 2008. This suggests that performance has now plateaued as the market may be encouraging empty home owners to bring their homes back into use. What may now remain is a higher proportion of properties that have been empty for periods far longer than was the average a few years ago. Some of these will require much more investment to bring them back into use and may even be unviable to refurbish in the worst cases.

This issue was considered by the Strategic Housing Board (SHB) in October when it was agreed that officers will look into options for more rigorous forms of intervention including enforcement action.

The issue of empty homes has been added to the worklist of the Overview and Scrutiny Committee and will be subject to Scrutiny early in 2018



Half Yearly Review of Performance 2017-18

Corporate Goal - CREATING OPPORTUNITIES FOR ECONOMIC GROWTH AND PROSPERITY

Key Corporate Activities contributing to this goal - 12				
Not started	At Risk	Behind Schedule	On Track	Completed
1			11	

Key Corporate Activities (KCAs)	Target Date	Status	Comments
Agree a vision for, and develop, a Planning Performance Agreement to maximise benefits from the development of a new nuclear power station at Bradwell	Vision - June 2017 Agreement – March 2018	Not started	<p>The Council has recently been informed by EDF and CGN that the Department of Business, Energy &amp; Industrial Strategy (BEIS) has confirmed that the nuclear regulators have been asked to begin the Generic Design Assessment (GDA) for the UK HPR1000 nuclear technology. This marks a first step in the process to seek permission to build a nuclear power station at Bradwell in Essex.</p> <p>The GDA process will take a number of years to complete. There are a number of different consents and permissions to be achieved before a nuclear power station can be constructed. As well as successful completion of the GDA process, other requirements include development consent, site licensing and environmental permits.</p> <p>The Council is working with Essex County Council to prepare a work plan of key areas for review linked to the draft Planning Performance Agreement (PPA) Vision. This will be reported to the Joint Member Bradwell Board in due course.</p> <p>Joint working with Suffolk Authorities continues.</p> <p>PPA likely spring 2018 onwards.</p>

Half Yearly Review of Performance 2017-18

Corporate Goal - Delivering good quality, cost effective and valued services

Key Corporate Activities contributing to this goal - 10				
Not Started	At Risk	Behind Schedule	On Track	Completed
1	1	4	4	

Key Corporate Activities (KCAs)	Target Date	Status	Comments
Implement Workforce Development Plan projects for 17/18: a) Monitor / review use of the Performance Review System and transfer it onto Human Resources Information System (HRIS) b) Develop a recruitment strategy c) Introduce a Total Reward Policy d) Conduct a Council-wide skills audit	March 2018	Performance Review At risk	While we continue to review the features of the HRIS no further action will be taken to implement self-service. Without this feature, the transfer of the performance review system to the HRIS will not proceed.
		Skills Audit Not started	The new performance review system relies on an accurate record for each member of staff to be logged. It was intended to utilise the HRIS for this purpose, although there would be an associated cost to configure onto the system. In the interim, PDF and Word forms have been created which have proved to be an effective solution at no additional cost. It is the intention to continue the current method as this more than meets the requirement of the new process and not incur any additional costs.  Undertaking a Council wide skills audit has not started yet, but will be carried out for completion by the end of March 2018 with the analysis and actions to be undertaken in 2018/19.

Half Yearly Review of Performance 2017-18

Key Corporate Activities (KCAs)	Target Date	Status	Comments
<p>Implement the ICT Strategy projects for 17/18:</p> <p>a) Implement a new telephony system</p> <p>b) Upgrade the e-mail system</p>	<p>March 2018</p> <p>August 2017</p>	<p>Telephony Behind schedule</p> <p>E-mail Behind schedule</p>	<p><b>Telephony</b> - The IT Team Leader has drafted the telephony system scope for review by Director of Resources. The IT Manager will be getting a copy of the specification used at Colchester BC for comparison and to update the draft MDC specification. Once this has been agreed by all stakeholders, procurement will be involved to progress the publication of project initiation documentation and to get demos of possible new solutions.</p> <p><b>E-mail</b> -A review of the current Active Directory and Exchange 2007 environment has been completed, project documentation signed off, Microsoft partner consultancy specification written and out to tender and current infrastructure reviewed by external consultant.</p>
<p>Agree the vision for the Council’s Transformation Strategy and a programme of transformation projects for implementation</p>	<p>March 2018</p>	<p>Behind schedule</p>	<p>A report will be submitted to Council in December.</p> <p>For 2018/19 the proposed KCA is “Deliver the Transformation Programme in accordance with the Commercial Strategy”.</p>
<p>Develop and implement an income generation programme</p>	<p>Ongoing</p>	<p>Behind schedule</p>	<p>The income generation programme includes the following:</p> <ul style="list-style-type: none"> <li>• Treasury Management - implemented August 2017</li> <li>• Housing options – decision December 2017</li> <li>• Commercial property investment – registration July 2017</li> <li>• Crematorium - ongoing project to report back in January 2018.</li> </ul> <p>The key project within this programme is the Crematorium, which is considered to be behind schedule hence the overall status being assessed as such.</p>

## Half Yearly Review of Performance 2017-18

## Indicators

For comparison purposes, where available, the figures for the previous year, for the same period in the previous year and the previous quarter are provided.

Indicator	16/17 Actual	17/18 Target	Q2 16/17	Cumulative For the Year 16/17	Q1 17/18	Q2 17/18	Cumulative For the Year 17/18	On track to achieve annual target
% of major planning applications acknowledged within 10 working days  High performance is good	89.47%	95%	100%	93.3%	86.67%	81.82%	84.62%	No
% of minor planning applications acknowledged within 5 working days  High performance is good	54.57%	95%	43.42%	36.65%	60.56%	67.68%	64.7%	No
% of other planning applications acknowledged within 5 working days  High performance is good	55.75%	95%	50.4%	43.91%	64.34%	63.41%	63.91%	No

**Comment on current performance**

Work was undertaken by an external consultant to review a number of aspects of the Planning Service, which included looking at improving this area of performance.

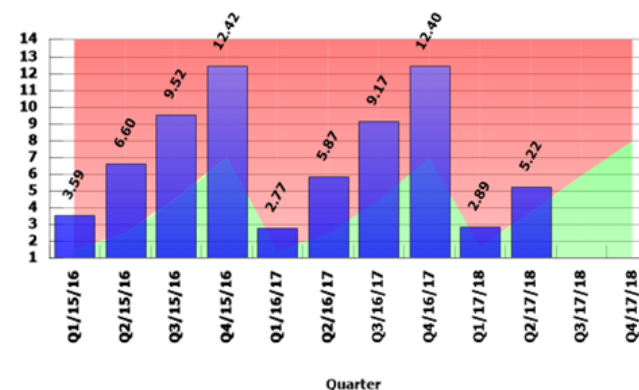
Half Yearly Review of Performance 2017-18

% of major planning applications acknowledged within 10 working days			% of minor planning applications acknowledged within 5 working days				% of major planning applications acknowledged within 10 working days	
Indicator	16/17 Actual	17/18 Target	Q2 16/17	Cumulative For the Year 16/17	Q1 17/18	Q2 17/18	Cumulative For the Year 17/18	On track to achieve annual target
Average number of days lost per (Full Time Equivalent) FTE due to sickness  Low performance is good	12.4 days • 5.32 days short term absence • 7.08 days long term absence	8 days	3.1 days • 1.21 days short term absence • 1.89 days long term absence	5.87 days • 2.46 days short term absence • 3.41 days long term absence	2.89 days • 0.85 days short term absence • 2.04 days long term absence	2.33 days • 1.25 days short term absence • 1.08 days long term absence	5.22 days • 2.1 days short term absence • 3.12 days long term absence	No

Half Yearly Review of Performance 2017-18

[Comment on current performance](#)

See below



[Comment on current performance](#)

A target of 8 days was set for 2017/18 based on the results of the 2016 CIPD Absence Management Survey which showed that the average figure for the public sector was 8.5 days per employee. However, it was acknowledged that this was a very stretching target.

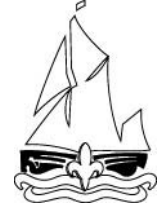
The Q2 overall sickness figure fell to 428.96 total FTE days lost or 2.33 days total days lost per FTE which is the lowest quarterly overall figure since Q1 14/15 and demonstrates that the HR interventions, management training and new policy put in place to reduce levels are having a positive impact.

Human Resources and management continue to work in partnership to manage long term absences cases and implement effective interventions under the Attendance Management Policy. Free of charge flu vaccinations have again been offered to all staff and Members. This is hoped to have an impact on short term absence figures, particularly in the forthcoming winter months.

Managers receive monthly reports showing sickness absence trigger information via a 'Bradford Score' report generated by the new HR system. This shows the manager where action must be taken to instigate the formal absence management process with staff. Other interventions that have been introduced include the mandatory completion of return to work interviews and the provision of a new and highly responsive occupational health provision. Line managers are also required to report monthly to HR on actions taken to manage attendance.

A follow up training and workshop session on Attendance Management was delivered to all managers in August and September. They were made aware of the target and the importance of taking responsibility to manage attendance levels and to undertake the appropriate actions under the policy. It is hoped that the new policy and processes will facilitate a reduction in average sickness absence levels closer to the 8 days MDC target figure for the 17/18 financial year.

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## **REPORT of DIRECTOR OF CUSTOMERS AND COMMUNITY**

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**to  
COMMUNITY SERVICES COMMITTEE  
16 JANUARY 2018**

### **REVIEW OF 2017 SEASON**

#### **1. PURPOSE OF THE REPORT**

- 1.1 To provide Members with, an update on events held on Council land during the 2017 season and an overview of the support provided by the Council.
- 1.2 To consider whether the Council should review its current land hire policy to help cover the cost of events and potentially generate more income to protect front line services.

#### **2. RECOMMENDATIONS**

That Members note the contents of the 2017 Events Programme (**APPENDIX 1**) and agree that the existing events policy is reviewed by Officers for future consideration by Members.

#### **3. SUMMARY OF KEY ISSUES**

##### **3.1 Background**

- 3.1.1 Members will be aware that there is a district wide events programme which is promoted by the Tourist Information Centre. There are numerous events that held in the Promenade and Riverside Parks or other venues owned by the Council. These events provide interest points throughout the year for visitors and local residents.
- 3.1.2 Events are not only a focus for local people to come and enjoy the different activities the District has to offer, but they also encourage visitors as well, adding to the prosperity of the district. Some events generate additional income for the Council for example by increasing likely car parking revenue or as a result of a hire charge.
- 3.1.3 Events on Maldon District Council (MDC) land are primarily managed within the Leisure, Countryside and Tourism Team. The Events and Physical Activities Coordinator has the lead role in coordinating events and is supported by colleagues depending upon the nature of the events planned. This team also supports events elsewhere, for example, by providing street closures.
- 3.1.4 In managing events it is important to understand the role of the Council. When an organisation approaches the Council to hold an event on Council land a number of

steps need to be taken to ensure public safety is maintained and the event is run safely. Duties include:-

- checking Risk Assessments have been completed;
- checking emergency plans are produced;
- checking insurance is in place (and in the case of funfairs and circuses each item of equipment is specifically detailed);
- checking operating procedures are in place;
- facilitating Safety Advisory Group meetings;
- attending event on behalf of the Council;
- coordinating potential road closures;
- coordinating the hire of equipment.

3.1.5 It is worth noting that a large number of events do not come to fruition for a variety of reasons but all of these preliminary enquiries require officer time to be spent with potential organisers.

3.1.6 Events provided by the Council have the same level of checks undertaken but of course the documentation has to be drafted by officers rather than just inspected for each event.

3.1.7 A number of other teams can be involved in supporting events including the Countryside and Coast Team (formally Parks Team), Tourist Information Team and Environmental Health.

## 3.2 Key Events

3.2.1 A full list of events that the Council supports in some form is detailed at **APPENDIX 1**. This also indicates the amount of time that is spent preparing for each event to ensure that it is as successful. An update on events and other activities undertaken this financial year are detailed below:

- **Maldon Mud Race** - The event had 300 participants viewed by 10,000 onsite visitors and apparently televised internationally.
- **Carters Steam Fair** – A very popular vintage funfair hosted on the events field which included two firework displays.
- **Essex Outdoor Cinema - Five weekends** were booked for the Prom this year and one in Riverside Park with a variety of films were shown including family orientated films. Most evenings were great success with over 800 people in attendance on both nights.
- **Armed Forces Day** – Held at Stow Maries Aerodrome, the Council supported in event planning and equipment delivery and set up. It was well supported with a large public presence and a variety of activities on site.
- **Classic Car Show** – A very popular and longstanding event that uses all key areas of the Promenade Park. Event management plans were in place for effective delivery. Public attendance in large numbers with a positive impact

on local economy and on car parking income. A cost recovery charge is made to entrants of classic cars parking in the public display area.

- **Saltmarsh 75** - The fifth Saltmarsh75 event took place in 2017 with around 250 participants trying to complete 75 miles of the District's coastline over two days. This event now has a national profile and has seen participants from all over the country. There is a significant amount of officer / volunteer time required to ensure this event is run safely and to a high standard. It should be noted that the majority of support is provided by Members and Officers in their own time.

### **3.3 Land Hire**

- 3.3.1 As stated above events within the Promenade Park generally will increase footfall and therefore car parking income also increases. The Council currently has a set of land hire policies that are embedded within the Council's fees and charges. Currently charitable organisations are not charged for hire of land used and in some cases, for example the Mud Race, a percentage of car parking income is also donated to charities or used to offset any costs that that Council incurs which it chooses to recover from the event organiser. These might include items such as additional litter picking.
- 3.3.2 These arrangements in principle worked well over the years however with an increased emphasis on encouraging events, it has been noted that an increased number of events make donations to charitable causes, possibly, to avoid hire charges. In addition income sharing arrangements have not always been consistent with other charitable events. It is the view of officers that a review of charges is required.
- 3.3.3 It is proposed that the simplest solution would be to apply a standard set of land hire charges for all events held within open spaces. It is felt that by reviewing and potentially giving notice of changes, it will allow long established charitable events time to ensure that their fixed overheads are covered through income. Many already hire in specialist support for example, stewards / security.
- 3.3.4 The existing scheme of delegation and fees and charges policy does allow the Director of Customers and Community to decide on the charge made for one off events within certain parameters. It is felt this flexibility is useful and allows officers to work with new organisers to establish the success or otherwise of an event.

## **4. CONCLUSIONS**

- 4.1 The Council's events programme continues to grow. The events programme delivers activities for the local communities as well as draws in visitors. The Council also plays a crucial part in ensuring organisers of events are supported but also meet their responsibilities to ensure activities are safe for the public to enjoy.
- 4.2 The Council does not specifically employ an officer to manage events, rather responsibility is included with other roles and this can have an impact especially during the summer months on capacity. Funding is also restricted and the Council relies on lieu time for staff which can have an adverse effect upon core job activities.

- 4.3 Land hire charges have, over time become, quite complex and it is thought that there is a need to simplify them and to apply them consistently. It is proposed that current event and land hire policies and charges are reviewed and then considered by Members at a future meeting of this Committee.

## 5. IMPACT ON CORPORATE GOALS

- 5.1 Tourism has been identified as a key issue in the Council's Economic Prosperity strategy and events are a crucial part of any well-developed visitor offer. As well as making a significant contribution towards the local economy, events also generate income which offset some of the operational costs of providing services such as parks and open spaces. Individual events can contribute to the Councils Corporate goals for example parkrun is a community event that encourages everyone to take part in regular exercise.

## 6. IMPLICATIONS

- (i) **Impact on Customers** – A good local events programme will have a positive impact on customers, increasing the likelihood of attracting people to visit from neighbouring areas but also in keeping local people within the District. Local residents would benefit from a wider variety, quality and frequency of events which might reduce travel away from the District at weekends. Visitors should see an improved offer and more coordination between providers making their experience better. The local economy should be stimulated by increased numbers.
- (ii) **Impact on Equalities** – None identified.
- (iii) **Impact on Risk** – There are no corporate risks associated with this report.
- (iv) **Impact on Resources (financial)** – There is currently no formal budget for event support. When staff are required to work at weekends to support events this is normally carried out using lieu time. Apart from the Saltmarsh75 any other events are funded within existing budgets which are very limited.
- (v) **Impact on Resources (human)** – As highlighted above the majority of event support is provided by staff on a lieu time basis. This can have an impact on capacity on other core activities especially during the spring / summer months.
- (vi) **Impact on the Environment** – None identified.

Background Papers: None.

Enquiries to:

Ben Brown, Group Manager, (Leisure, Countryside and Tourism), (Tel: 01621 876210).

2017 Events Calendar

Day	Date	Event Name	Event Description	Location	MDC Contribution	Commercial / Charity / Non Profit	TIC	Parks	Leisure	Rangers	Link to Corporate Objective	Admin time (hours)	Set-up time (hours)	Event time (hours)	Total Time
<b>All Season Events</b>															
Friday	Weekly from the 10 June until September	Buggy Boot camp	Boot camp for new parents who wish to be physically active. Class uses exercises that incorporate push chairs and buggy.	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessment. Route plan review. Site visit.	Commercial	N	N	Y	N	Strengthening Communities to be safe, active and healthy	2	0	6	8
Friday & Saturday's	19th& 20th May /21st 22nd July /25th &26th August/15th &16th Sept	Essex Outdoor Cinema	4 x weekends booked in for the Prom with a variety of films to be shown including family orientated films. First weekend of films was a great success with over 800 people in attendance on both nights.	Promenade Park	Safety checks, Risk Assessments, equipment hire and set up. Sound Monitoring	Commercial	Y	Y	Y	Y	Strengthening Communities to be safe, active and healthy	4	24	48	76
Saturday	18th May	Essex Outdoor Cinema	Trial weekend for an outdoor cinema on Burnham on Crouch	Riverside Park	Safety checks, Risk Assessments, equipment hire and set up. Sound Monitoring	Commercial	Y	Y	Y	Y	Strengthening Communities to be safe, active and healthy	2	4	4	10
Saturday	All year	Maldon Prom parkrun	Weekly 5 kilometre run around Promenade Park	Promenade Park	Liaison with Run organisers about potential impact of other events i.e. mud race setting up on run route.	Non Profit	N	Y	Y	Y	Strengthening Communities to be safe, active and healthy	10	n/a	n/a	10
Sunday	All year	Maldon Prom Junior parkrun	Weekly 5 kilometre run around Promenade Park	Promenade Park	Liaison with Run organisers about potential impact of other events i.e. mud race setting up on run route.	Non Profit	N	Y	Y	Y	Strengthening Communities to be safe, active and healthy	10	n/a	n/a	10
Sunday	All year	Burnham on Crouch parkrun	Weekly 5 kilometre run around Promenade Park	Riverside Park	Liaison with Run organisers about potential impact of other events i.e. mud race setting up on run route.	Non Profit	N	Y	Y	Y	Strengthening Communities to be safe, active and healthy	10	n/a	n/a	10
Bank Holidays	Bank Holidays	Bank Holiday Monday Markets	Large Scale market selling a variety of goods.	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessment. Site visit.	Commercial	Y	Y	Y	Y	Strengthening Communities to be safe, active and healthy	4	4	n/a	8
Weekends throughout Summer	and School Holidays	Water Zorbing	Giant Zorb balls on water	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessment. Site visit.	Commercial	N	Y	Y	Y	Strengthening Communities to be safe, active and healthy	5	1	n/a	6
Daily	Everyday throughout Summer	Peddlerz	Mini Pedalos on the boating lake for children	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessment. Site visit.	Commercial	N	N	Y	Y	Strengthening Communities to be safe, active and healthy	3	1	n/a	4
Various	6x throughout the year	Tiptree Road Runners Summer Evening 5k Series	Evening 5k Running Event	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessment. Site visit.	Non Profit	N	N	Y	Y	Strengthening Communities to be safe, active and healthy	1	N/A	1	2
<b>January</b>															
Saturday	20th January	Row for a Reason	Charity Rowing Race to race to raise funds for the RLNI	Hythe Quay	Event Management Plan review, safety checks including insurances, Risk Assessment. Site visit.	Non Profit	N	N	Y	N	Strengthening Communities to be safe, active and healthy	1	N/A	1	2
<b>April</b>															
Saturday	8th April	Maldon Carnvial Easter Egg Hunt	Easter Egg Hunt	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessment. Site visit.	Non Profit	N	N	Y	Y	Strengthening Communities to be safe, active and healthy	1	N/A	1	2
Sunday	9th April	Bubble Rush	5k Fun Run through coloured bubble stations	Promenade Park	Liaison with Run organisers about potential impact of other events i.e. mud race setting up on run route. Event Management Plan review, safety checks including insurances, Risk Assessment. Site visit.	Non Profit	N	Y	Y	Y	Strengthening Communities to be safe, active and healthy	10	N/A	9	19
Friday & Saturday	14th &15th April	Cos Play Easter	Easter Egg Hunt	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessment. Site visit.	Non Profit	Y	N	Y	N	Strengthening Communities to be safe, active and healthy	2	N/A	2	4
Sunday	14th April	Easter Procession	Religious event held by Churches together in Maldon and attended by the public	Maldon High Street	Hire of equipment	Non Profit	N	N	Y	N	Strengthening Communities to be safe, active and healthy	2	N/A	2.5	4.5
<b>May</b>															
Sunday	4th May	Churches Together in Maldon - Pentecostal Sunday Service	Religious event held by Churches together in Maldon and attended by the public	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessments. Equipment supply and set up. Site visit.	Non Profit	N	Y	Y	Y	Strengthening Communities to be safe, active and healthy	2	1	1	4

2017 Events Calendar

Day	Date	Event Name	Event Description	Location	MDC Contribution	Commercial / Charity / Non Profit	TIC	Parks	Leisure	Rangers	Link to Corporate Objective	Admin time (hours)	Set-up time (hours)	Event time (hours)	Total Time
Sunday	7th May	Maldon Mud Race	Race that sees 300 participants enter the Blackwater. 20,000 spectators visit Prom along with numerous stalls and providers.	Promenade Park	Partnership in event set up and safety. Joint venture with regards to equipment and location logistics as well as onsite staffing. Event Management Plan review, safety checks	Commercial	Y	Y	Y	Y	Strengthening Communities to be safe, active and healthy	12	15	20	47
Thursday	17th - 19th May	Circus Starr	Circus Starr is a not for profit UK circus troupe which tours throughout the country, bringing disadvantaged and disabled children and their family a fun day out with a difference!	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessments and safety certificates. Regular inspections onsite.	Non Profit	N	Y	Y	Y	Strengthening Communities to be safe, active and healthy	4	1	1	6
Tuesday	24th May	Essex Stragglers Orienteering Society	Large orienteering day on the prom which hosts around 30 Primary Schools and gets children active and interested in walking	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessment. Route plan review. Site set up.	Non Profit	N	Y	Y	Y	Strengthening Communities to be safe, active and healthy	6	1	1	8
Saturday - Sunday	22th May - 4th June	Carters Vintage Steam Fair	Very popular funfair hosted on events field which includes vintage rides and attractions.	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessments and safety certificates. Regular inspections and incident investigations / reporting.	Commercial	Y	Y	Y	Y	Strengthening Communities to be safe, active and healthy	10	2	6	18
Saturday	27th May & 3rd June	Carters Vintage Steam Fair Evening Fireworks	Firework display held for approximately 15 minutes for the local community as part of the Carters Fun Fair week	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessment. Set up plan review. Staffing onsite.	Commercial	Y	N	Y	N	Strengthening Communities to be safe, active and healthy	4	1	6	11
Sunday	28th May	Burnham on Crouch 10 km Run	A 10km timed run organised by Burnham Town Council and Burnham Rotary for up to 500 participants. Second event of this nature held in Burnham.	Riverside Park	Event Management Plan review, safety checks including insurances, Risk Assessment. Set up plan review. Site Visit. Road Closure	Non Profit	N	Y	Y	N	Strengthening Communities to be safe, active and healthy	3	2	1	6
Monday	31st May	Maldon Family Fun Day	Inflatables, childrens petting area and various stalls	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessment. Site visit. Loan of equipment	Commercial	N	Y	Y	Y	Strengthening Communities to be safe, active and healthy	1	N/A	0.5	1.5
June															
Saturday	3rd June	Volfest	Interactive Information and public consultation event held in the amphitheatre.	Promenade Park / Amphitheatre	Event Management Plan review, safety checks including insurances, Risk Assessment. Site visit.	Non Profit	N	N	Y	N	Strengthening Communities to be safe, active and healthy	2	0	1	3
Sunday	4th June	Churches Together	Churches Together in Maldon (CTIM) is a group of churches in the Maldon and Heybridge area working together to promote Christian values in the local area	Promenade Park / Amphitheatre	Event Management Plan review, safety checks including insurances, Risk Assessment. Site visit.	Non Profit	N	N	Y	N	Strengthening Communities to be safe, active and healthy	1	1	2	4
Thursday	9th June	Tiptree Road Runners Summer Evening 5k Series	5km timed run for community to participate in and challenge themselves on a route based around the Prom	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessment. Route plan review. Site set up.	Commercial	N	Y	Y	Y	Strengthening Communities to be safe, active and healthy	0	0	1	1
Saturday & Sunday	10th & 11th June	Maldon Saints Football Festival	Local football festival which sees a large amount of teams take part in a tournament.	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessment. Site visit.	Commercial	N	Y	Y	Y	Strengthening Communities to be safe, active and healthy	1	4	1	6
Saturday	24th June	Armed Forces Day	To be held at Stow Maries Aerodrome, partnership in event planning and equipment delivery and set up. Day to have large public presence and a variety of activities.	Stow Maries	Event Management Plan review, Risk Assessment. Equipment delivery & set up. Site staffing..	Non Profit	Y	Y	Y	Y	Strengthening Communities to be safe, active and healthy	16	6	30	52
Sunday	26th June	Maldon Family Fun Day	Mobile fun park for children and family's, attractions will include inflatables and rides	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessment. Site set up plan. Safety certificates. Site visit.	Commercial	Y	N	Y	Y	Strengthening Communities to be safe, active and healthy	4	1	1	6
Thursday	30th June	Tiptree Road Runners Summer Evening 5k Series	5k timed run for community to participate in and challenge themselves on a route based around the Promenade Park.	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessment. Route plan review. Site set up.	Commercial	N	Y	Y	Y	Strengthening Communities to be safe, active and healthy	0	0	1	1
July															
Saturday	1st July	Maldon Saints Presentation Day	Awards evening	Promenade Park, MS FC Hut	Event pack, insurance & Risk Assessment.	Non Profit	N	N	Y	Y	Strengthening Communities to be safe, active and healthy	1	N/A	n/a	1
Saturday	2nd July	Lewisham concert band	Concert band production and performance to be held as commercial event.	Promenade Park / Amphitheatre	Event Management Plan review, safety checks including insurances, Risk Assessment. Equipment delivery & set up. Site visit.	Commercial	Y	N	Y	Y	Strengthening Communities to be safe, active and healthy	2	2	1	5
Sunday	2nd July	Maldon Motor Show	Very popular and established event that uses all keys areas of the Prom for classic car show displays and interact stalls.	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessment. Route plan review. Site staffing.	Commercial	N	Y	Y	Y	Strengthening Communities to be safe, active and healthy	8	4	32	44
Friday	7th July	Kwik Cricket Festival	30 primary schools completing in tournament style fun competition at Drapers Farm.	Drapers Farm	Equipment delivery and set up. Staffing on site.	Non Profit	N	Y	Y	N	Strengthening Communities to be safe, active and healthy	2	6	8	16

## 2017 Events Calendar

Day	Date	Event Name	Event Description	Location	MDC Contribution	Commercial / Charity / Non Profit	TIC	Parks	Leisure	Rangers	Link to Corporate Objective	Admin time (hours)	Set-up time (hours)	Event time (hours)	Total Time
Saturday	15th July	Maldon Scouts	Yearly fete	Brickhouse Farm	Equipment delivery and set up.	Non Profit	N	N	Y	Y	Strengthening Communities to be safe, active and healthy	1	N/A	N/A	1
Saturday	23rd July	Dog Show	Dog showing competition and prizes	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessment. Site visit.	Non Profit	N	N	Y	N	Strengthening Communities to be safe, active and healthy	1	0	1	2
Saturday	22nd July	H.E.L.P	Support event for lone parents and carers	Brickhouse Farm	Hire of equipment	Non Profit	N	N	Y	Y	Strengthening Communities to be safe, active and healthy	1	N/A	N/A	1
2 Weeks	24th July - 6th August	Marshalls Fun Fair	A popular fun fair featuring modern rides, bright lights and music.	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessment. Site visit. Loan of equipment	Commercial	N	Y	Y	Y	Strengthening Communities to be safe, active and healthy	2	N/A	1	3
Sunday	30th July	Denige Events Maldon Triathlon	Triathlon held on Prom park with up to 500 participants swimming, running and cycling stages.	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessments. Equipment supply and set up. Route plan. Site visit.	Commercial	N	Y	Y	Y	Strengthening Communities to be safe, active and healthy	6	2	2	10
<b>August</b>															
Monday	7th August	Maldon Family Fun Day	Inflatables, childrens petting area and various stalls	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessment. Site visit. Loan of equipment	Commercial	N	N	Y	Y	Strengthening Communities to be safe, active and healthy	1	N/A	0.5	1.5
Tuesday	8th August	Mega Inflatables	Large inflatables and food stalls	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessment. Site visit. Loan of equipment	Commercial	N	N	Y	Y	Strengthening Communities to be safe, active and healthy	2	N/A	0.5	2.5
Saturday and Sunday	19th & 20th August	Smoke & Fire Festival	Large Food and drink event	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessment. Site visit. Hire of equipment	Non Profit	Y	Y	Y	Y	Strengthening Communities to be safe, active and healthy	20	N/A	100	120
Saturday & Sunday	19th & 20th August	Purleigh Show	Local farmers event	Purleigh	Hire of equipment	Commercial	N	N	Y	N	Strengthening Communities to be safe, active and healthy	1	N/A	0	1
Monday - Thursday	14th -17th August	MacMillian Cancer Support	Information and support for those dealing or supporting someone with cancer	Burnham & Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessments. Equipment supply and set up. Route plan.	Non Profit	N	N	Y	N	Strengthening Communities to be safe, active and healthy	1	N/A	1	2
Monday	14th August	Maldon Family Fun Day	Inflatables, childrens petting area and various stalls	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessments. Site set up plan. Safety certificates. Site visit.	Commercial	N	N	Y	Y	Strengthening Communities to be safe, active and healthy	0	N/A	0.5	0.5
Tuesday	15th August	Mega Inflatables	Large inflatables and food stalls	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessments. Equipment supply and set up. Route plan.	Commercial	N	N	Y	N	Strengthening Communities to be safe, active and healthy	0	N/A	0.5	0.5
Wednesday	16th August	NCS Dog Show	Dog showing - competition and prizes	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessments. Equipment supply and set up. Route plan. Site visit.	Commercial	N	N	Y	Y	Strengthening Communities to be safe, active and healthy	1	N/A	0.5	1.5
Tuesday	22nd August	Mega Inflatables	Large inflatables and food stalls	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessments.	Commercial	N	N	Y	N	Strengthening Communities to be safe, active and healthy	0	N/A	0.5	0.5
Friday	25th August	Maldon Family Fun Day	Inflatables, childrens petting area and various stalls	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessments.	Commercial	N	N	Y	Y	Strengthening Communities to be safe, active and healthy	0	N/A	0.5	0.5
Saturday	26th August	Maldon Carnvial Crabbing Competition	Crabbing competition for children in the boating lake	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessments.	Non Profit	N	N	Y	Y	Strengthening Communities to be safe, active and healthy	1	N/A	0.5	1.5
Monday	28th August	Maldon Family Fun Day	Inflatables, childrens petting area and various stalls	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessments. Site visit	Commercial	N	N	Y	Y	Strengthening Communities to be safe, active and healthy	0	N/A	0.5	0.5
Tuesday	29th August	Mega Inflatables	Large inflatables and food stalls	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessments. Site visit	Commercial	N	N	Y	N	Strengthening Communities to be safe, active and healthy	0	N/A	0.5	0.5
Sunday	27th August	Burnham on Crouch Quay Day	Events contains activities, stalls and groups on the Quay through the day. Includes entertainment.	Promenade Park	Hire of equipment	Commercial	N	N	Y	Y	Strengthening Communities to be safe, active and healthy	0.5	N/A	1	1.5
Monday	28th August	Burnham on Crouch Quay Day	Events contains activities, stalls and groups on the Quay through the day. Includes entertainment.	Burnham Quay	Event Management Plan review, safety checks including insurances, Risk Assessment. Site set up plan. Safety certificates. Site visit.	Non Profit	N	N	Y	Y	Strengthening Communities to be safe, active and healthy	2	2	2	6
<b>September</b>															

2017 Events Calendar

Day	Date	Event Name	Event Description	Location	MDC Contribution	Commercial / Charity / Non Profit	TIC	Parks	Leisure	Rangers	Link to Corporate Objective	Admin time (hours)	Set-up time (hours)	Event time (hours)	Total Time
Sunday	10th September	Blackwater Tri Club Blackwater Triathlon	Triathlon held on Prom park wit up to 500 participants swimming, running and cycling stages.	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessments. Equipment supply and set up. Route plan. Site visit.	Commercial	N	Y	Y	Y	Strengthening Communities to be safe, active and healthy	2	2	2	6
Sunday	3rd September	Navy Day	Annual event has been a special remembrance of the brave men and women who kept our "Island Nation" afloat during both World Wars.	Hythe Quay / Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessments. Site visit	Non Profit	N	N	Y	N	Strengthening Communities to be safe, active and healthy	1	N/A	N/A	1
Monday	4th September	Maldon Family Fun Day	Inflatables, childrens petting area and various stalls	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessments. Site visit	Commercial	N	N	Y	Y	Strengthening Communities to be safe, active and healthy	0	N/A	0.5	0.5
Wednesday	20th September	Essex Stragglers Orienteering Society	Large orienteering day on the prom which hosts around 30 Primary Schools and gets children active and interested in walking	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessments. Site visit	Non Profit	N	N	Y	Y	Strengthening Communities to be safe, active and healthy	0.5	N/A	0.5	1
Saturday	23rd September	Maldon Regatta	Stalls and celebrations linked to the Regatta to be held on Hythe Quay	Hythe Quay	Event Management Plan review, safety checks including insurances, Risk Assessments. Equipment supply and set up. Site visit.	Commercial	N	N	Y	Y	Strengthening Communities to be safe, active and healthy	4	6	8	18
Thursday - Sunday	25th September 1st October	Stevens Funfair Burnham on Crouch	Modern funfair based within Riverside Park in Burnham.	Burnham - Riverside Park	Event Management Plan review, safety checks including insurances, Risk Assessments and safety certificates. Regular inspections and incident investigations / reporting.	Commercial	Y	Y	Y	Y	Strengthening Communities to be safe, active and healthy	8	8	4	20
Monday - Friday	25th - 29th September	Crucial Crew	Event for local schools educating them on the emergency services	Stow Maries	Hire of equipment	Non Profit	N	N	N	Y	Strengthening Communities to be safe, active and healthy	0.5	N/A	0	0.5
Saturday	23rd September	Maldons Tai Chi Demo	Tai Chi Demo to recruit memebers, inspire and motivate the district	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessments. Site visit	Commercial	N	N	Y	N	Strengthening Communities to be safe, active and healthy	1	N/A	0.5	1.5
Sunday	1st October	Stevens Funfair Burnham on Crouch Firework display	Firework display held for approximately 15 minutes for the local community as part of the Stevens Fun Fair week.	Riverside Park	Event Management Plan review, safety checks including insurances, Risk Assessments. Equipment supply and set up. Site visit.	Commercial	N	N	Y	Y	Strengthening Communities to be safe, active and healthy	4	0	2	6
<b>October</b>															
Saturday	7th & 8th October	Saltmarsh 75	250 participants trying to complete 75 miles of the Districts coastline across 2 days. This event now has a national profile and has seen participants take place from all over the country.	Maldon District	Event management Plan, Route checks / planning, Safety checks, Risk Assessments, equipment hire and set up, Full staffing across checkpoints, admin.	Commercial	Y	N	Y	N	Strengthening Communities to be safe, active and healthy	60	48	312	420
Wednesday	25th October	Sports Awards	An awards evening highlighting sporting achievements my active people across the district	Plume School	Hire of equipment	Non Profit	N	N	Y	N	Strengthening Communities to be safe, active and healthy	0.5	2	1	3.5
<b>November</b>															
Saturday	4th November	Maldon Rotary - Fireworks	Firework display held for approximately 30 minutes for the local community to enjoy courtesy of the Maldon Rotary Club	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessments. Equipment supply and set up. Site visit.	Commercial	Y	Y	Y	Y	Strengthening Communities to be safe, active and healthy	4	4	6	14
Thursday	30th November	Vintage Fayre	The High Street will be closed to make way for various stalls and entertainments. The theme for this year's event is 'Back to the 40s'.	Maldon High Street	Setup support	Non Profit	Y	Y	Y	Y	Strengthening Communities to be safe, active and healthy	3	1	5	9
Friday	12th November	Armistice Day	Annual Remembrance Event held on Hythe Quay or the Avenue of Remembrance Promenade Park	Hythe Quay / Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessments. Equipment supply and set up. Site visit.	Non Profit	N	Y	Y	N	Strengthening Communities to be safe, active and healthy	1	2	2	5
<b>December</b>															
Saturday	2nd December	Day of Dedication	Annual tree planting for friends and families of loved ones laid to rest in the Woodland Glades	Maldon Cemetery	Hire of equipment	Non Profit	N	N	Y	N	Strengthening Communities to be safe, active and healthy	0.5	0.5	N/A	1
Sunday	17 December 2017	DRF Santa Fun Run	5k Fun Run dressed as Mr and Mrs Claus to raise money for the David Randall Foundation.	Promenade Park	Event Management Plan review, safety checks including insurances, Risk Assessments. Equipment supply and set up. Site visit.	Non Profit	N	Y	Y	N	Strengthening Communities to be safe, active and healthy	1	1	3	5
<b>Totals</b>												277.5	159.5	648.5	1085.5
<b>Total Staff Hours</b>															

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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