

PFCC Decision Report

Please ensure all sections below are completed

Report reference number: 081/20
Classification Not protectively marked
Title of report: Unauthorised Encampment Leaflet
Area of County/Stakeholders affected: Countywide
Report by: Suzanne Harris
Date of report: 3 July 2020
Enquiries to: suzanne.harris@essex.police.uk

1. Purpose of report

- 1.1. To seek approval for the allocation of £347.25 to design and £147 to print 5,000 copies of a leaflet giving information about Unauthorised Encampments. Total cost £494.25.

2. Recommendations

- 2.1. To seek approval to allocate £494.25 from the 2020-21 Community Safety Fund to design and print 5,000 copies of a leaflet giving information about Unauthorised Encampments.

3. Benefits of Proposal

- 3.1. The leaflet will:
- *Improve understanding about unauthorised encampments, including*
 - *the role of different organisations*
 - *how unauthorised encampments are managed*
 - *what to do if there is a problem*
 - *Provide reassurance to communities*
 - *Demonstrate effective partnership working*

4. Background and proposal

- 4.1. At an annual Community Safety Partnership (CSP) visit one CSP raised the issue of communication challenges when unauthorised encampments appear in the district. The CSP Chair was keen to explore an information leaflet which could be distributed when a new unauthorised encampment is identified, to those residents who are most local (20-30 households). It was felt that this would offer reassurance, provide accurate information and prevent the spread of false advice and assumptions, reduce questions to agencies and make it clear which agency is responsible for each part of the process, thereby ensuring that questions are directed to the right place.

- 4.2. It was agreed that if the leaflet were produced centrally it would not be branded with a single local authority badge and could be used across the whole county.
- 4.3. By working in partnership with Essex Police and Essex Countywide Traveller Unit a form of wording was developed which is acceptable to both parties.
- 4.4. The intention is to print a limited supply of leaflets which will be distributed according to demand, and offered to:
- Each CSP / local authority
 - Essex Police Rural Engagement Team
 - Town and Parish Councils via Essex Association of Local Councils / Rural Community Council of Essex
- Local agencies will be primarily responsible for delivery, although in some cases it may be deemed beneficial for Active Citizens and members of the Special Constabulary to support this process. The Rural Engagement Team, who play a lead role in policing traveller sites, could carry leaflets to give to those they engage with on visits.
- 4.5. The leaflet will be made available in pdf format so that it can be shared on websites and social media, and additional copies can be printed by local authorities / other agencies to fulfil ongoing demand.

5. Alternative options considered and rejected

- 5.1. To allow a single CSP to develop this resource for limited use. This would not be best use of public funds and would not enable the benefit to be shared with other areas.
- 5.2. To provide the leaflet in pdf format only. This would not encourage local areas to use hard copies and would limit the impact. The greatest impact is envisaged where this leaflet is delivered directly to homes and businesses in the immediate vicinity of a new unauthorised encampment. Following advice from the lead CSP we are expecting other partners to deliver the leaflets and see providing the material as our contribution. We envisage that by providing the initial supply we will encourage local printing in future.
- 5.3. To print a larger supply of leaflets. It is difficult to predict where unauthorised encampments will occur and there is a need for the leaflets to be available locally for immediate use. By printing a larger supply we would be likely to place a large number in locations where they are not needed which would be wasteful.
- 5.4. To print a smaller quantity of leaflets. Reducing the print run from 5,000 to 2,000 would result in a saving of £35. This saving is disproportionate to the reduction in number of leaflets and not considered worthwhile.

6. Police and Crime Plan

- 6.1. This project will support the priority of visible local and accessible policing by increasing the information we make available. It also demonstrates our partnership working by the inclusion of partner logos (Essex Police and ECTU).

7. Police Operational Implications

- 7.1. Officers, staff and volunteers may occasionally be involved in leaflet delivery if it is deemed to be of benefit.
- 7.2. Officers, staff and volunteers may occasionally be requested to send leaflets to a particular location.
- 7.3. Providing information about the role of Essex Police will aid liaison with local residents and businesses.

8. Financial Implications

- 8.1. The PFCC will pay for a one-off cost of £494.25 to Viewpoint from the 2020-21 Community Safety Fund

9. Legal Implications

- 9.1. None identified

10. Staffing and other resource implications

- 10.1. No staffing implications

11. Equality and Diversity implications

- 11.1. This leaflet was requested as a tool for local councils to engage their communities with a view to promoting understanding of unauthorised encampments and to minimise community tensions.
- 11.2. The leaflet is intended to ensure the messaging around unauthorised encampments is as wide and accessible as possible. This leaflet will supplement existing engagement work, and other communications activity such as social media.
- 11.3. We will keep the use and impact of this tool under review to ensure it is being used in an appropriate way and is not having a negative impact on community relations or on any protected group, most notably individuals from and within the Travelling community.
- 11.4. This tool was developed in partnership with the Essex Countywide Traveller Unit (ECTU) and Essex Police Rural Engagement Team. By working across different agencies we gain input and expertise from a range of stakeholders.

12. Risks

- 12.1. There is a low risk of controversy when issuing any information relating to Travellers. The wording on this leaflet has been approved jointly by Essex Police, ECTU and Brentwood CSP, to minimise any risk of offence or misinterpretation. The content has been restricted to factual detail and does not include any opinions or judgements.

13. Governance Boards

- 13.1. There are no direct links to governance boards. Awareness of the leaflet will be raised via Essex Community Safety Network, Safer Essex and the PFCC's Rural Crime Forum.

Report Approval

The report will be signed off by the OPFCC Chief Executive and Treasurer, prior to review and sign off by the PFCC / DPFCC .

Deputy Monitoring Officer

Sign:



Print: Darren Horsman

Date: 1 September 2020

Chief Financial Officer/Treasurer

Sign:



Print: Elizabeth Helm

Date: 1 September 2020

Publication

Is the report for publication?

YES

NO

If 'NO', please give reasons for non-publication (*state 'None' if applicable*)

.....
.....

If the report is not for publication, the Chief Executive will decide if and how the public can be informed of the decision.

Redaction

If the report is for publication, is redaction required:

1. Of Decision Sheet

YES

2. Of Appendix

YES

NO

NO

If 'YES', please provide details of required redaction:

.....
.....

Date redaction carried out:

Treasurer / Chief Executive Sign Off – for Redactions only

If redaction is required, Treasurer or Chief Executive are to sign off that redaction has been completed.

Sign:

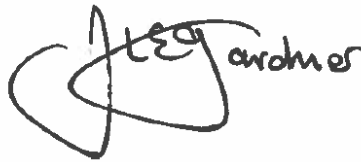
Print:

Chief Executive/Treasurer

Date signed:

Decision and Final Sign Off

I agree the recommendations to this report;



Sign:

Jane Gardner

Print:

Deputy PFCC

Date signed: 2 September 2020

I do not agree the recommendations to this report because;

.....
.....
.....

Sign:

Print:

PFCC/Deputy PFCC

Date signed: