

Appraisal application form for Interaction NMP Board

A Summary and basic information

1. Title of proposal	Clacton Town Centre Alcohol Consumption in Designated Public Places Order(s) DPPO		
2. Date submitted	April 2007		
3. Summary of proposal (max 150 words) i.e. what does the proposal involve and what will it achieve?			
<p>Tendring District Council have been approached by Essex Police requesting that measures be invoked to reduce the incidents of alcohol related anti-social behaviour in the Town Centre area in the form of an Alcohol Consumption in Designated Public Places Order (DPPO). In order to prevent displacement of anti-social drinking from the Town Centre to the adjacent Seafront area and other problem areas the proposed area includes parts of the seafront. The Police supplied a detailed town centre map defining the area of the Town Centre to be designated together with the Seafront. (available on request – area covers the whole of the Town Centre and the seafront between Connaught Gardens to the East and Martello to the West).</p> <p>An Alcohol Consumption in Designated Public Places Order once implemented and the affected area appropriately signed; empowers the Police to order an individual(s) when anti-social behaviour is occurring, to stop drinking and/or to confiscate and dispose of any open containers of alcohol in their possession in the designated area. These powers do not extend to areas covered by licensed premises or a temporary event licence.</p> <p>The impact of this proposal has clear implications for deterring and reducing the incidence of alcohol-related anti-social behaviour, criminal damage, public order offences and violent crime and therefore making the Town Centre and associated areas safer and cleaner.</p> <p>There are costs associated with both Police Officer and Council Officer resources required to establish the DPPO. The Council and Police are fully supportive of the scheme subject to SSCF Safer, Cleaner and Greener funding external funding being available to cover the costs of consultation, publicity and erecting and maintaining the Order signage.</p>			
3. How much will the proposal cost in total?			
	From SSCF	From other sources	Total
Capital	£10,000	0	£10,000
Revenue	0	0	0
Total	£10,000	0	£10,000
4. Organisation responsible			

Name of contact and position	Mark Sayer Community Safety Manager
Address	Regeneration Planning and Community Services, Tendring District Council, Weeley Council Offices, Weeley CO16 9AJ
Phone	01255 686355
e mail	msayer@tendringdc.gov.uk

B The proposal

1. What is the problem you are trying to address? See appendix 1 for time table

Set out the problems and causes, using statistics and evidence where available – referring to the delivery plan and its targets and outcomes.

In a 12 month comprehensive evidence review between 20 January 2006 and 19 January 2007 the evidence gathered by Tendring Police identifies 454 alcohol related offences and incidents have been recorded within the area of the proposed Order. This figure equates to a significant percentage of the total number of alcohol related crimes within the District.

The Police evidence includes witness statements, eye witness accounts and incident diaries all corroborating the above data and in addition provide more detailed accounts of drunken persons using the seafront shelters for alcohol consumption and unpleasant misuse as toilets.

In concluding his letter of request to the Council Divisional Commander Chief Superintendent Dave Hudson writes *“I believe that the evidence described above supports the application for a Designated Public Place Order in the Clacton Town Centre and Seafront area outlined This will provide the Police Service with the additional powers to deal with these problems.”*

Having formally received this request from the Police the Council's Legal Services have had the opportunity to review the evidence provided and have confirmed that in their opinion the evidence justifies the request for a Designation Order.

The consideration and implementation of a Designation Order is clearly outlined in Statutory Instrument 2001 No. 2831 which is attached as appendix A and forms the basis for the attached implementation plan.

There are basically 4 phases to the process as follows:

1. Evidence gathering and consideration of evidence
2. Consultation with stakeholders.
3. Publicity
4. Making the Order

A period of stakeholder consultation is currently underway and to date no representations have been received (the representation deadline does not expire until 25/05/07). The Council's Cabinet is supportive of the Police request and an article written by the Local Paper Editor is again very supportive of the proposal.

2. Proposal objectives?

List the objectives for the proposal (these should be measurable)

The objectives and impact of this project have potential major implications for deterring alcohol-related anti-social behaviour. It will contribute directly to achieving both the Council's corporate priorities and also to achieving Essex wide and national aims as identified below:

TDC Corporate Strategy
<ul style="list-style-type: none"> ▪ Better public space ▪ A safer community
Tendring Community Strategy
<ul style="list-style-type: none"> ▪ Building Safer Communities
Clacton Town Centre Strategy Document (Shortly to be commissioned)
<ul style="list-style-type: none"> ▪ This strand of anti-social behaviour reduction work should logically be extended into this shortly to be commissioned strategy
Tendring Crime and Disorder Reduction Partnership (CDRP)
<p>In accordance with the CDRP mission statement - to 'reduce both the incidence and fear of crime and disorder and make the area a safer place to live'.</p> <p>Directly influences 4 of the 7 Key CDRP Key Strategic Themes:</p> <ul style="list-style-type: none"> ▪ Reducing the incidence of anti-social behaviour; ▪ Increasing the level of public reassurance; ▪ Decreasing the level and impact of crimes committed against and by young people ▪ Reducing alcohol and drug misuse within the community; <p>Contributes to the CDRP 2007/08 key objectives as follows:</p> <ul style="list-style-type: none"> ▪ 1B – Identify individuals and groups responsible for anti social behaviour and take appropriate action to stop it. ▪ 1C – Engage with our partners and communities to identify specific targets or hotspots for anti social behaviour and which measures will most effectively tackle it.
Essex Local Area Agreement
<ul style="list-style-type: none"> ▪ Safer and stronger communities

Clearly, the objectives of the project must include measurable outcomes and the Council's Community Safety Manager will work collaboratively with the Police to agree some measurable outcomes prior to the introduction of the Order, to include monitoring of recorded offences and an overall reduction in the number of reported alcohol related incidents within the Designation area.

3. How do you propose to address the problem?

List the activities and set out who will benefit.

Please see appendix A, the attached action plan.

A period of consultation lasting one month will take place with licensees and land owners who may be affected by the proposed Order. Officers will then complete a detailed schedule of roads affected by the Designation Order area and place this on deposit together with a definitive map. These two documents will form the detail of the Order. Public notices will be then be placed in the press. The schedule will be used for signing every point of access into the area and additional signage at key 'hotspots' e.g. seafront shelters, Town Square etc. to support Police enforcement of the Order. Subject to the Council's Licensing Committee consideration of any representations and agreement to make the Order, the Council's Technical Services who have experience of highway signage erection will undertake the initial signage erection and undertake ongoing maintenance of the area signage.

Police Officers will then be empowered where anti-social behaviour is occurring, to order an individual(s) to stop drinking and/or to confiscate and dispose of any open containers of alcohol in their possession in the designated area.

4. How does this proposal address the problem. List activities and describe evidence from similar initiatives if possible.

The Criminal Justice and Police Act 2001 now contains primary legislation to replace byelaws so that designation orders can be easily adopted by local authorities in a consistent manner. As at 9th August 2006 some 186 Authorities have placed 389 separate Designation Orders.

With so many Orders now established there is a host of website published 'best practice' and documented evidence to support both the initiative and its effectiveness in empowering the Police to directly addresses the 'driver' of alcohol-related crime, disorder and nuisance.

Notably DPPOs have worked well in the neighbouring local authority area which is commanded by the same Police Divisional Commander as Tendring district.

5. Community involvement

How have residents been involved in developing the proposal?

Tendring District Council and Essex County Council held a 2 day Clacton Town Centre Enhancement Exhibition held 27th and 28th April during which officers received numerous comments from residents requesting actions from the Police to improve Town Centre policing to make the Town Centre a safer place to live. The initial idea was therefore generated by residents and businesses visiting the exhibition.

This initial request was unanimously supported by each of the 3 Cabinet Members who make up the Town Centre project Executive Panel who requested that officers pursue consideration of this initiative further with Essex Police.

Essex Police evidence is sourced directly from recorded crime statistics, witness statements and evidence diaries gathered from Tendring residents and business owners in the town centre.

An associated press article recently reported in the Local Paper was fully supportive of the scheme and its proposals.

The consultation currently underway includes personal key stakeholder groups, all Licensees, and public notices will be erected within the Area requesting public representations.

6. Management arrangements?

Describe the arrangements for ensuring the proposal is managed, monitored and delivered as planned. Please give names of two references or referees (people that you've worked with before) that we can contact in advance of the appraisal process.

This project sits well within the remit of the new Clacton Town Centre Manager, supported by the Community Safety Manager within our Regeneration, Planning & Community Service, and with additional support from key Services as required.

Given the harmony with the CDRP 'Mission Statement' and their Action Plan, the project's outcomes will be monitored by the Responsible Authorities Group (RAG) for co-ordination purposes.

As part of the implementation project management the Community Safety Manager will provide a monthly update report on delivery to the Corporate Services Management Team.

Ongoing maintenance of the signage will be undertaken by the Council's Technical Services team with ongoing costs of replacing approximately 25%-33% of the signage revenue costs including in the proposal.

7. Risks

Set out the risks associated with this proposal and how you plan to minimise them.

The project has a clearly defined implementation process.

There are consultation risks associated with existing Licensees through lack of understanding of the legislation but these are being dealt with through pro-active information provision.

It is may be likely that the signage (which is a key element of the Order's enforcement) becomes the target of vandalism so :

- Signage will be robustly designed to withstand any vandalism attempts e.g. aluminium rather than plastic and will include an 'anti-graffitti' surface.
- Signage will be appropriately positioned
- Replacement signs will be readily available
- Technical Services will have arrangements put in place to replace/ maintain adequate signage.

As and active participant of the Town Centre Project Executive Panel, the District Commander for Tendring, Chief Inspector Steve Robinson is committed to providing adequate Police resources to the Town Centre.

C Finances

1. What is the total cost of the proposal?

Itemise the total spend as much as possible and set out the period this will cover, indicating what proportion is required from NM

	item	£ year 1	£ year 2	£ year 3	Total
Capital (NM)		10,000	0	0	10,000
Revenue (NM)		0	0	0	0
Total (NM)		10,000	0	0	10,000
Other funding		0	0	0	0
Total		10,000	0	0	10,000

This project is a pilot scheme for Tendring District Council but Colchester Borough Council have implemented several Designation Orders and have shared their costings with us.

The table below includes costs for a sufficient number of robust, vandal-resistant signs to initially sign the area of Designation to support enforcement. Whilst attempting to keep signage 'clutter' to an absolute minimum, every point of entry into the area of Designation must be signed with further minimal signage at 'hotspots' e.g. one sign at each seafront shelters, Town Square etc.

As we are aware that the signs may be a target for vandals the remaining spares will be used to maintain the signage for the short/medium term of the Designation with the Council's Technical Services providing both a cost-effective erection charge and an ongoing maintenance service.

Item	Cost
Publicity costs	1,500
Postage and associated consultation/ notification costs	500
160 Aluminium signs @ £10 each (including replacement spares)	1,600
TDC 'in house' signage erection at an average cost of £40/sign	6,400
Total	10,000

The Council's Cabinet have noted that any further designation Orders will result in a corresponding increase in signage costs and the increased likelihood of ongoing revenue costs to support the signage element of the scheme. They have further considered that in the medium term, if Designation Orders are successfully initiated at anti-social behaviour 'hotspots' throughout Tendring then a Council signage revenue maintenance cost, whilst small, is unavoidable.

2. Value for money

Explain how this proposal provides value for money.

As previously stated the Police and Tendring District Council are supporting the implementation of the scheme with Officer time, providing there are no direct costs to the Police or Council. The funding requested is to cover the capital setup costs of consultation, advertising, implementation and signage.

Colchester Borough Council was charged £57 per sign by Essex County Council's Highways' contractors. The Council's Technical Services will be providing erection and maintenance services at £40 per sign which is more cost effective. The County Council have given their permission for Technical Services to undertake the work.

3. What resources are already invested by your, and other, organisations in the area on this issue?

Tendring District Council offers Project Management and officer support to implement the Orders and then ongoing scheme liaison and management via the Clacton Town Centre Manager.

TDC Technical services will provide ongoing signage maintenance.

Essex Police will be the enforcement body.

Other considerations include the Council resources used to undertake the repairs, cleaning and maintenance associated with the current levels of alcohol-related antisocial behaviour e.g. street cleansing, graffiti removal and repairs from vandalism.

4. Why is NM money needed?

Neither Tendring District Council nor Essex Police have any capital funding available to support the scheme setup.

5. Can you be paid this money in arrears, or do you need it to prime the project?

The funding is required to 'prime' the project with later revenue costs absorbed by the Council as part of day to day operations.

6. Who are your organisation's auditors? (Please attach a copy of your last set of audited accounts)

Internal Audit and External Audit review/information could be made available as appropriate.

D Options

1. What other options have been considered to address this proposal and if they were, why have they been rejected?

Other options include:

- Maintain the status quo e.g. do nothing

This was rejected because the Council has a duty under Section 17 of the Crime and Disorder Act 1998 to do all it reasonably can to reduce crime and disorder in the area. Doing nothing would be unacceptable to the local residents who suffer from alcohol induced anti social behaviour.

- Consider changes in the current Licensee monitoring and enforcement.

This is already working well but only covers licensed premises and does not tackle street drinking.

- Education of Licensee

This will have no effect on vagrants drinking in the sea front shelters.

E Measuring and sustaining the impact

1. **What outcomes do you hope to achieve?** (i.e. overall results and benefits that relate to the delivery plan)

How will the outcomes be measured?

- Order(s) in place by July 2007 empowering the Police to tackle anti social drinking– measured through successful delivery
- Subsequent reduction in alcohol-related anti-social behaviour – measured through Essex Police recorder crime statistics
- Medium term resident ‘fear of crime’ reduction – measured through KPI consultation analysis

2. **What monitoring arrangements will be put in place?**

Set out your milestones (what you will have done by when) and outputs (things you can count to measure your activities) How will spend be monitored?

The Council’s CSMT to monitor project delivery monthly.

Town Centre Manager to monitor ongoing performance and effectiveness .

Spending will be monitored as a separate budget but through the existing Clacton Town Centre Environmental Enhancement budget monitoring arrangements e.g. Tendring District Council Financial Services.

The Council’s operational Technical Services and Leisure staff will be used to monitor the ongoing condition of signage.

3. **Evaluation**

How will you measure success and use lessons learnt?

The project team are already in contact with a number of national ‘best practice’ Council’s and Police Forces to identify ‘lessons learnt’ from other schemes already

established. The Divisional Commander has a DPPO in the other half of his division in Colchester.

Success will be monitored / measured through adoption and monitoring of KPI performance statistics as agreed with Essex Police and Council officers.

Our lessons learnt will be used if undertaking Order 'roll out' to subsequently identified District 'hotspots' is considered in the future.

4. The long term and future

How will the benefits be sustained when NM resources are no longer available?

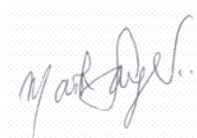
This project is a pilot scheme which the Council and the Police are committed to supporting, maintaining and enforcing.

It is envisaged that subject to the Designation Order's success in reducing the incidence of alcohol-related anti-social behaviour, Orders may be made covering other problem areas across the District.

Tending District Council Cabinet have noted that any increase in geographical area will result in a corresponding increase in signage costs and that an ongoing Council revenue maintenance cost, whilst small, is unavoidable.

Appraisal and approval structures

Amount of funding	Appraisal method	Approval required
Up to £2.5k	Neighbourhood Manager can carry out appraisal and submit for approval	Neighbourhood Manager and 2 Board members one of whom should be a resident board member if possible
Over £2.5k	Neighbourhood Manager and two board members one of which should be a resident board member if possible must go through the project appraisal form and submit for approval	Full Board



Signed: (project proposer) Date: ...24/04/07.....

Name:Mark Sayer.....

Appendix 1

CLACTON TOWN CENTRE ALCOHOL CONSUMPTION IN DESIGNATED PUBLIC PLACES ORDER PROJECT IMPLEMENTATION PLAN

Process As Per Statutory Instrument 2001 No. 2831 copied Below	Action/Comments	Action Owner	Key Dates
3. Consultation - Before making an order, a local authority shall consult -			
(a) the chief officer of police for the police area in which the public place proposed to be identified in the order is situated;	complete	Mark Sayer/ John Higgins	20/09/06 - 28/02/07
(b) the parish or community council in whose area the public place is situated;	n/a	n/a	n/a
(c) the chief officer of police, the local authority and the parish or community council for any area near to the public place which they consider may be affected by the designation; and	complete	Mark Sayer/ John Higgins	20/09/06 - 28/02/07
(d) the licensee of any licensed premises in that place or which they <i>Made 3rd August 2001</i>	Licensee consultation process covers the whole town and adjoining catchment area (St. Paul's & St. James' Wards). The consultation letters have all been posted 04/04/07	Mark Sayer	Letters sent 04/04/07 requesting any representations by 25/05/07
4. Before making an order, a local authority shall also take reasonable steps to consult the owners or occupiers of any land proposed to be identified.	Publication notices to be put up in affected area.	Bill Reeves/ Mike Badger	By 01/05/07
Publicity			
5. Before making an order, a local authority shall cause to be published in a newspaper circulating in their area a notice -			
(a) identifying specifically or by description the place proposed to be identified;	Newspaper notice - publicity period and invitation to make representations will run <u>in parallel with the consultation phase</u> ;	Bill Reeves	11/05/07- 25/05/07
(b) setting out the effect of an order being made in relation to that place; and			
(c) inviting representations as to whether or not an order should be made.			
	Designation Order delegated powers decision report to Full Council.	John Margerum	CPMG 07/06/07 MBrd 12/06/07 Full Cou'il 26/06/07 (print on 14/06/07)

Process As Per Statutory Instrument 2001 No. 2831 copied Below	Action/Comments	Action Owner	Key Dates
	Report to the newly empowered regulatory or licensing Committee to include consideration of representations.	John Margerum	TBA – subject to Full Council approval above.
6. No order shall be made until at least 28 days after the publication of the notice referred to in regulation 5.	Noted	Bill Reeves	
7. After making an order and before it takes effect, a local authority shall cause to be published in a newspaper circulating in their area a notice - (a) identifying the place which has been identified in the order; (b) setting out the effect of the order in relation to that place; and (c) indicating the date on which the order will take effect.	Newspaper notice	Bill Reeves	TBA - subject to Committee approval date.
8. Before an order takes effect, a local authority shall cause to be erected in the place identified such signs as they consider sufficient to draw the attention of members of the public in that place to the effect of the order.	Finalise signage design/erection schedule and gain ECC Highways approval.	Mike Badger	Schedule to be completed and approved by 01/06/07
	Technical Services to erect/ maintain signage	Mike Badger	TBA - subject to Committee approval date
9. A copy of any order made shall be sent to the Secretary of State.	Order to be made/sent	Bill Reeves	TBA - subject to Committee approval date

Clacton Town Centre Alcohol Consumption Ban-Publicity and Signage

Appraised by Sharon Alexander

Date; 30 April 2007

Appraisal Checklist – Interaction NMP Board

Summary	Yes/no	Notes / changes required
Does this proposal impact on mainstream services or resources?	YES	
Do we know what level of service are delivered by and resources committed to the area by this organisation?	YES	
Will this help us achieve our agreed outcomes?	YES	
Is it based on the needs and wishes of local people? Have they been involved in the creation of the project idea?	Yes	
Will it make a lasting difference?	YES	There is a long term sustainable commitment from TDC and Essex Police
Is this a substitute for mainstream funding?	NO	This funding will enhance implementation of the scheme.
Does it provide best value?	YES	Police and LA funding already committed
Is it too risky?	NO	
Are we confident it will be well managed, monitored and evaluated?	YES	Robust systems in place.
Section A	Yes or no	Notes / changes required
Is it clear what is being proposed?	Yes	Supply of signage
Is it clear how much money is required?	Yes	
Is it clear who the responsible organisation is?	Yes	TDC

Summary	Yes/no	Notes / changes required
Section B		
Is it a convincing proposal in terms of setting out problems, objectives and activities?	Yes	Approved Action Plan included in the proposal.

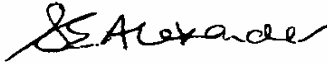
Will the proposal contribute to the delivery plan outcomes?	Yes	The scheme will contribute to the overall aim of achieving a safer community in the Town centre.
Is it clear how the proposal relates to existing service delivery in the area, and neither substitutes nor duplicates related services?	Yes	
Have residents been adequately involved in developing the proposal (or their views taken into account)?	Yes	Consultation carried out at the Town Hall
Are management arrangements adequate?	Yes	
Have risks been adequately considered and planned for?	Yes	

Section C	Yes or no	Notes / changes required
Are the finances clear and reasonable and do they provide adequate detail?	Yes	
Does the proposal provide value for money?	Yes	
Is adequate information provided on the resources already invested by the organisation?	Yes	
Is an adequate explanation provided for why NM money is required?	Yes	
Section D		
Have other options been adequately considered?	Yes	
Section E		
Have measurable outcomes	Yes	Although the proposal has described the overall outcomes, it would also be helpful if

been identified?		the proposal specified outputs, milestones and key dates.
Are adequate monitoring arrangements in place?	Yes	
Are mechanisms in place for evaluation?	Yes	
Is it clear how the benefits can be sustained?	Yes	

Decision of appraisal panel

Recommend approval	Yes
Do not recommend approval	
Recommend changes required before approval	
If so, please state or refer to above sections	

Name	Sharon Alexander
Signed	
Date	30 April 2007

Appraised by Chris French, NE Essex PCT

Date; 25 April 2007

Appraisal Checklist – Interaction NMP Board

Summary	Yes/no	Notes / changes required
Does this proposal impact on mainstream services or resources?	Yes	Reduction of alcohol – related anti social behaviour
Do we know what level of service are delivered by and resources committed to the area by this organisation?	Yes	
Will this help us achieve our agreed outcomes?	Yes	Influences and contributes to 2007/08 CDRP themes and objectives
Is it based on the needs and wishes of local people? Have they been involved in the creation of the project idea?	Yes	Comprehensive consultation
Will it make a lasting difference?	Yes	Reduction in alcohol related offences
Is this a substitute for mainstream funding?	No	No budget identified
Does it provide best value?	Yes	Projects within CBC area have proved successful
Is it too risky?	No	Support from TDC cabinet local press and residents
Are we confident it will be well managed, monitored and evaluated?	Yes	Clear monitoring arrangements via KPI's and crime stats
Section A	Yes or no	Notes / changes required
Is it clear what is being proposed?	Yes	
Is it clear how much money is required?	Yes	
Is it clear who the responsible organisation is?	Yes	
Section B		

Summary	Yes/no	Notes / changes required
Is it a convincing proposal in terms of setting out problems, objectives and activities?	Yes	Proposal concise with clear objectives, milestones and outcomes

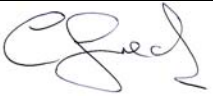
Will the proposal contribute to the delivery plan outcomes?	Yes	CDRP objectives 1b & 1c
Is it clear how the proposal relates to existing service delivery in the area, and neither substitutes nor duplicates related services?	Yes	DPPO not currently in place in Tendring
Have residents been adequately involved in developing the proposal (or their views taken into account)?	Yes	Comprehensive consultation plans
Are management arrangements adequate?	Yes	
Have risks been adequately considered and planned for?	Yes	

Section C	Yes or no	Notes / changes required
Are the finances clear and reasonable and do they provide adequate detail?	Yes	
Does the proposal provide value for money?	Yes	Capital costs only
Is adequate information provided on the resources already invested by the organisation?	Yes	
Is an adequate explanation provided for why NM money is required?	Yes	
Section D		
Have other options been adequately considered?	Yes	No other options to DPPO
Section E		
Have measurable outcomes been identified?	Yes	
Are adequate monitoring arrangements in place?	Yes	

Are mechanisms in place for evaluation?	Yes	Through crime stats and fear of crime reduction analysis
Is it clear how the benefits can be sustained?	Yes	Once DPPO order in place it can be reviewed

Decision of appraisal panel

Recommend approval	Yes
Do not recommend approval	
Recommend changes required before approval	None
If so, please state or refer to above sections	

Name	Chris French, North East Essex PCT
Signed	
Date	25 th April 2007