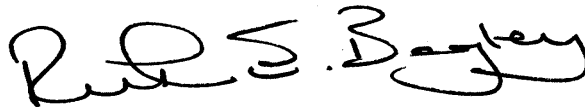


Date of issue: Wednesday, 22 February 2012

| | |
|--|--|
| MEETING: | NEIGHBOURHOODS AND COMMUNITY SERVICES SCRUTINY PANEL (Councillors Minhas (Chair), Buchanan, Carter, Dar, Munawar, Plenty, Sohal, Strutton and A S Wright) <u>Non-Voting Co-Opted Members</u> Sandra Malik (Slough Federation of Tenants and Residents) and Darren Morris (Customer Senate) |
| DATE AND TIME: | THURSDAY, 1ST MARCH, 2012 AT 6.30 PM |
| VENUE: | FLEXI HALL, THE CENTRE, FARNHAM ROAD, SLOUGH, BERKSHIRE SL1 4UT |
| SCRUTINY OFFICER: (for all enquiries) | SARAH FORSYTH 01753 875657 |

NOTICE OF MEETING

You are requested to attend the above Meeting at the time and date indicated to deal with the business set out in the following agenda.



RUTH BAGLEY
Chief Executive

AGENDA

PART I

Apologies for absence.

CONSTITUTIONAL MATTERS

1. **Declarations of Interest**
(Members are reminded of their duty to declare personal and personal prejudicial interests in matters coming before this meeting as set out in the local code of conduct).

2. **Minutes of the last meeting** 1 - 4
To agree the minutes of the last meeting of the Neighbourhoods and Community Services Scrutiny Panel held on 16 January 2012.

SCRUTINY ISSUES

3. **Member Questions**
(An opportunity for panel members to ask questions of the relevant Director/Assistant Director, relating to pertinent, topical issues affecting their Directorate – maximum of 10 minutes allocated.)

4. **Olympics and Paralympics Update** 5 - 12 All
To advise and comment on Slough Borough Council's preparations for the Olympic and Paralympic Games.
(Approx. 10 minutes presentation and 20 minutes discussion)

5. **Highway Engineering Programme of Works for 2012/13** 13 - 22 All
To comment on the principle of the approach and priorities identified in the proposed highways schemes of work for 2012/13.
(Approx. 10 minutes presentation and 20 minutes discussion)

6. **Public Protection Services Enforcement Policy** 23 - 50 All
To consider and comment on the draft Enforcement Policy and recommend its approval to Cabinet.
(Approx. 10 minutes presentation and 20 minutes discussion)

| <u>AGENDA ITEM</u> | <u>REPORT TITLE</u> | <u>PAGE</u> | <u>WARD</u> |
|------------------------|---|-------------|-------------------------------|
| 7. | Prostitution - Update and Future Actions To provide comments on the work being done and future actions. <i>(Approx. 10 minutes presentation and 30 minutes discussion)</i> | 51 - 66 | Chalvey, Baylis & Stoke |

ITEMS FOR INFORMATION

Consideration of reports marked to be noted/for information.
(The panel will consider any reports marked to be noted/for information and determine whether future scrutiny is considered necessary – maximum of 5 minutes allocated.)

- | | | | |
|-----|--|---------|--|
| 8. | Ten Pin and Salt Hill Park Tennis Update | 67 - 70 | |
| 9. | Forward Work Programme To discuss possible agenda items/scrutiny themes for the coming municipal year. | | |
| 10. | Date of Next Meeting The date of the next meeting is Thursday 21 June (subject to agreement by Council). | | |

Press and Public

You are welcome to attend this meeting which is open to the press and public, as an observer. You will however be asked to leave before the Committee considers any items in the Part II agenda. Special facilities may be made available for disabled or non-English speaking persons. Please contact the Democratic Services Officer shown above for further details.

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Neighbourhoods and Community Services Scrutiny Panel – Meeting held on Monday, 16th January, 2012.

- Present:** Councillors Minhas (Chair), Carter, Munawar, Sohal, Strutton and A S Wright (Vice-Chair)
- Non voting Co-opted Members Present:** Sandra Malik, Slough Federation of Tenants and Residents
- Also present under Rule 30:** Councillors Chaudhry
- Apologies for Absence:** Councillor Buchanan, Dar and Plenty

PART 1

31. Declarations of Interest

None were received.

32. Minutes of the last meeting held on 5 December 2011

The minutes of the last meeting held on the 5 December 2011 were approved as a correct record.

Matters Arising

Community Centres – Future Provision

The Scrutiny Officer informed the Panel that a map of community venues was available for viewing in the meeting room.

Winter Preparations

The Chairs asked for, and received, confirmation that requested map of salt bin locations across the Borough had been circulated to the Panel.

33. Member Questions

No questions had been received.

34. Libraries Progress Report

Claire Skeates, Client Development Manager (Libraries), Liz McMillan (Library Services) and Geoff Elgar (Essex Libraries) introduced the report to the Panel detailing the progress made against the five year Libraries Strategy that had been approved by Cabinet in September 2009. In addition, the Panel also considered the performance of the Library Service following the first year of the five year contract with Essex County Council, and priorities for the future.

Neighbourhoods and Community Services Scrutiny Panel - 16.01.12

The Panel noted the six priorities behind the Strategy, and the improvements in stock discounts through the new contract along with the introduction of self-service issues/returns, increased opening hours, online facilities and greater accessibility through joined up working between services which have combined to improve the overall customer experience.

The Panel discussed the decline in visitor numbers and book issues, which was part of a national trend, but noted that some of the newer libraries in Slough, such as Cippenham had improved in these areas. Claire Skeates confirmed that the focus for the remaining three years of the Strategy would be increasing visits, maintaining stock, developing partnerships, further improving opening hours, reducing costs, improving IT services and the full integration of community hubs, such as in Chalvey.

The Panel considered the impact the road works in the centre of Slough might be having on the visitor numbers for Central Library which have fallen, and was of great concern. It was felt that the drop in numbers could not all be related to the road works, and asked what additional work was being done to reverse this trend. Members were informed that this was part of a historic trend in visitor numbers, and that the older building did not provide an engaging environment. However, the increase in online users along with improvements to IT equipment and small refurbishments could make the Central Library more user-friendly. The installation of the museum along with museum displays in the library will also improve visitor numbers.

Members discussed the use of the library by students and how the libraries could engage with this group of users. The Panel also stressed the importance of using the lessons learned from successful libraries like Cippenham, although this was aided by Big Lottery funding, and Langley for other developments such as the Britwell Hub and The Curve.

Looking service-wide, the increase in online usage, along with both Langley and Britwell libraries doing well demonstrated that the staff were providing the right service, with the freeing up of staff through the use of self-service helping with this.

Resolved:

- 1) to note the good work that has been done to date to improve the Libraries Service, and the successes of the satellite libraries at Cippenham and Langley; and
- 2) that the Panel's comments would be incorporated into the upcoming review of Libraries.

Neighbourhoods and Community Services Scrutiny Panel - 16.01.12

35. Tour of Chalvey Community Centre

Avtar Lakhan, Business Support Manager, took the Panel around Chalvey Community Centre so that they could review the building and services that were now being provided there.

Resolved – that details of the weekly/monthly programme of activities and adults learning classes available at the Centre be circulated to the Panel.

36. Chalvey Community Centre

Following the tour of the facilities at Chalvey Community Centre, the Panel considered what they felt was working well with the development and what they felt could be improved upon.

The Panel discussed the success of the satellite library, along with the level of engagement of the local community that had been demonstrated by the positive uptake of volunteer positions along with the partners that had been involved in the new Centre. The flexible space was seen as a positive, along with a good design and layout of the building.

With the building providing a community hub from scratch, the challenge was seen as generating different types of usage so that the space was regularly used, and the local community recognised the 'drop in' element of the facilities.

Andrew Stevens explained that the project was still in its early stages, having been open only four months and the marketing was still being developed, and the hope was to find a larger partner to draw more people in, and to build up partnership projects.

The Panel discussed which groups used the facilities the most e.g. community voluntary sector, and were reassured that the pricing had remained as it was for the previous facility, was in-line with other Council properties and is favourable against other similar community venues. The Panel also noted that there were areas of the building which groups could use free of charge.

Resolved – to note that comments would be incorporated into the Review of Chalvey Community Centre which would take place in February 2012.

37. Britwell Community Centre

Andrew Stevens, Assistant Director Culture and Skills, introduced the proposals for the Britwell Hub development, with plans to demolish the current tower block replacing it with a number of different low-level housing options for residents, along with a community hub, containing a number of integrated services such as a library and MyCouncil.

The plans for the new community hub were circulated to the Panel.

Neighbourhoods and Community Services Scrutiny Panel - 16.01.12

The Panel recognised that the proposals should be very successful but did raise concerns that the development faced different challenges to those faced in Chalvey, and in particular the more disparate nature of the voluntary groups in Britwell would mean that excellent signposting would be crucial to creating an effective one-stop shop. Work to ensure fully integrated services would be key to success, along with engagement of local community as it would be a shared responsibility to create the strongest, most sustainable model.

Resolved – to note the proposals for the Britwell Community Hub.

38. Forward Work Programme

The Panel reviewed the Work Programme for the remainder of the municipal year.

Resolved – to add Highways Schemes 2012-13 (Alex Deans) to the 1 March 2012 meeting.

39. Date of Next Meeting - 1 March 2012

The date of the next meeting was confirmed at 1 March 2012.

Resolved – that additional community venues be scouted so that future meetings could take place around Slough where possible.

Chair

(Note: The Meeting opened at 6.30 pm and closed at 8.50 pm)

SLOUGH BOROUGH COUNCIL

REPORT TO: Neighbourhoods and Community Services Scrutiny Panel **DATE:** 1 March 2012

CONTACT OFFICER: Andrew Stevens
(For all enquiries) Assistant Director, Culture and Skills
Community and Wellbeing
(01753) 875507

WARD(S): ALL

PART I

FOR CONSIDERATION AND COMMENT

OLYMPICS AND PARALYMPICS UPDATE

1 Purpose of Report

- 1.1 This report updates Members on plans for the Olympic and Paralympic Games in 2012, focusing on issues and opportunities arising from the town's proximity to the rowing venue at Dorney Lake.

2 Recommendation/Proposed Action

That the Panel advise and comment on Slough Borough Council's preparations for the Olympic and Paralympic Games.

3 Sustainable Communities Strategy Priorities

- **Health and Wellbeing**
- **Safer Communities**
- **Economy and Skills**
- **Regeneration and Environment**

The Olympic and Paralympic Games are an opportunity to encourage participation in physical activity, contribute to the wellbeing of individuals and celebrate the culture and community of Slough.

4 Other Implications

4.1 Financial

There are potential costs to the Council from the Games, which are not yet finally determined. It is anticipated that all costs can be found from within existing resources and external funding opportunities through the 2012 project.

4.2 Human Rights Act and Other Legal Implications

There are no immediate Human Rights Act or other legal implications arising from this report.

4.3 Equalities Impact Assessment

An Equalities Impact Assessment is undertaken for significant service changes. The programme for the Olympics is open to all and has no adverse impact on any group more than another.

4.4 Workforce

While there are no direct workforce implications for the Council arising directly from this report, staff will be affected by increased traffic throughout the Games period, particularly during the morning rush hour. Guidance to staff and managers has been issued and managers are reviewing working arrangements to make sure that staff and the operations of the Council are not adversely affected.

5 The Olympic and Paralympic Games

5.1 **Background to the Games**

The 2012 Olympic Games open on 27 July 2012, closing on 12 August. The Paralympic Games will open on 29 August and close on 9 September. Throughout this report the Games or 2012 are used to refer to the Olympic and Paralympic Games collectively.

5.2 Dorney Lake, 0.5 miles from Slough in South Buckinghamshire, is the venue for rowing, canoeing and adaptive rowing events for the Games, which will run on the following dates:

- 28 July - 4 Aug Rowing
- 6 -11 Aug Canoeing
- 31 Aug - 2 Sept Adaptive rowing

5.3 The torch relay for the Olympics will come through Slough on 10 July and training and practice will start at Dorney on 13 July. Slough is one of the major transport hubs for the Games through its railway station and potentially park and ride facilities at Upton Court Park. With 35,000 people expected to travel to Dorney each day of the Games, there will be a major impact on transport and businesses in the town during the Games period.

5.4 There is a programme of local sporting and cultural events, including a considerable amount of activity in schools, which is intended to build on the excitement generated by the Games, including the Torch relay.

5.5 A cross-Council team is working to prepare for the Games. It includes Communications, Environmental Services, Culture and Sport, Emergency Planning, Parks Management, Regulatory Services and Transport. An Executive Group, led by the Assistant Director for Culture and Skills reporting to the Corporate Management Team, is responsible for all aspects of co-ordinating and planning the Council's response.

5.6 A Slough 2012 partnership group also meets regularly involving the Police, schools, business and other partners to help ensure effective communication and co-ordination.

5.7 Officers are engaged in many local and regional meetings with other Local Authorities, the Police and emergency services. They also work with LOCOG (London 2012 Organising Committee – responsible for staging the Olympic

events) and the ODA (Olympic Delivery Agency – responsible for the Games infrastructure).

5.8 This report outlines progress and key issues in each aspect of the Games, covering:

- Transport
- Park and ride
- Torch relay
- Local events and activities
- Local businesses
- Slough Borough Council capacity

5.9 A short summary presentation at the Scrutiny Panel meeting will highlight key issues for discussion with Members.

6 **Issues for Slough**

6.1 **Transport**

Slough railway station is a transport hub for the Games, with free shuttle buses running from the station to take spectators to the entrance to the rowing venue at Windsor Race Course. Part of Slough is included in the ODA's road transport Olympic Route Network (ORN) and the A4 provides the main link to Dorney Lake during the Games.

6.2 Key points include:

- The Council is on track to finish works on the A4 (Heart of Slough) in advance of the Games.
- With the additional traffic during the Games, there is a heightened risk if the M4 or M25 or A4 were for any reason closed or restricted. Plans are being developed with the ODA to deal with this.
- Details of how buses will collect spectators at the station are being developed. At this stage numbers of people expected to arrive by train are unclear, although it is expected to be significantly more than on a normal 'commuter' day over a relatively short time period during the early morning peak.

6.3 **Park and ride**

There will be a number of park and ride venues for spectators going to events at Eton Dorney. It is proposed that the parking area to the south of Upton Court Park will be one of these sites. The site would provide parking for 2,500 vehicles and a free shuttle bus service would run to the transport hub on the Windsor Race Course. Spectators will walk from there over the Thames to reach the lake. The outward bus would run from around 5.30am to 9.30am and the return bus would run from around 2.30pm to 8.00pm.

6.4 Key points include:

- Planning application from the ODA has been approved by the Borough Council, subject to the Games organisers agreeing a traffic management plan with Slough Borough Council. The section of the park land being used is in Windsor and Maidenhead and a planning application to the Royal Borough has also been submitted and approved.
- The Council is close to agreement with the ODA prior to signing a licence for them to operate a park and ride service at Upton Court Park. The licence

would give the ODA use of the parking area for the Games period in return for a fee.

- The public will continue to be able to make use of the remainder of the park during Games time.
- Traffic measures planned to ensure that the area around the park does not become congested and that opportunistic parking by people using the park and ride bus to get to the rowing events is minimised. This will be at no cost to the Council.

6.5 **Torch relay**

The Olympic torch will pass through Slough on 10 July 2012, one of 1,018 places it will visit between 19 May and 29 July. The route cannot be revealed until it is made public by LOCOG on 19 March.

6.6 Key points include:

- The Torch Relay will comprise a convoy of sponsors vehicles followed at a distance of 9 minutes by the torch party.
- Police outriders will manage a rolling road closure along the route to minimise disruption to local people, business and traffic.
- The police are working closely with the Council to share intelligence and plan for all contingencies.
- The Council is liaising with schools and others to help manage potential congestion on the route.
- The Council will be contacting businesses and local people in the area of the route directly and through published media to minimise disruption on the day.
- The Council is providing 'stewarding' for the Torch Relay through a mixture of staff and volunteers.
- The Council is required to help prevent "ambush marketing" during the Torch Relay in Slough.
- Local Authorities in the Thames Valley are all using the same traffic regulations to make changes for the Torch Relay to ensure a consistent approach.

6.7 Members of the Panel are invited to comment on whether Councillors would wish to be at the roadside at the Borough boundary to greet the Relay as it enters the town.

6.8 **Local events and activities**

A programme of local events is being developed for the period leading up to the Games. Appendix 1 shows the range of activities planned.

6.9 Key points include:

- Local events are designed to involve as many local people as possible in activities at no additional cost, with sponsors' support.
- Activities include existing events such as Play Day and Sports Relief, but also the Tree of Light cultural event, Slough's National School's Sports Week, Slough's Got 2012 Talent event, Wheelchair Basketball event, Thames Valley Youth Football Tournament and Slough Community Leisure's Open Weekend.
- A young ambassadors programme is in place to inspire children through using the Games.
- Slough is working in partnership with Windsor and Maidenhead and Buckinghamshire County Council to train 500 volunteers from the community

to be 2012 Ambassadors during Games time. These volunteers will receive a full, accredited training programme, including event management and hospitality.

- The Slough Observer is the media partner for the Inspired Slough programme which was launched on 20 January.
- The schools programme is particularly strong. Slough schools have achieved the highest registration through the 'Get Set' education programme in the South East. This will entitle them to apply for funding for events and Olympic tickets and opportunities for Slough pupils to be torch bearers

6.10 **Local businesses**

The Games have generated many business opportunities for suppliers, which have been advertised and procured nationally. Businesses are also being kept informed about how the Games will affect them.

6.11 Key points include:

- The Games has generated some local business opportunities. One firm will be using its base in Colnbrook to supply sandwiches to the Games venues.
- Breakfast briefings and workshops are organised and run by the Slough Business Community Partnership in association with SEGRO and the Chamber of Commerce as well as the Council.
- The main issues during the Games period are traffic management and ensuring businesses can continue to operate if staff have difficulty getting to work.
- LOCOG have run several workshops and special briefing sessions already on travel planning for businesses. O2 had a complete 'work at home' day on 8 February to test their procedures and effectiveness.
- Plans are being put in place to deal with an expected increase in demand on regulatory services including Licensing, Trading Standards and Food Safety during the Games period.

6.12 **Slough Borough Council capacity**

It is clear that preparing for the Games and dealing with issues during the Games period will place a substantial demand on Council resources. A tight control of costs is being maintained to ensure there is no additional pressure on budgets, but the main impact is on staff time. There are particular demands on Communications, Emergency Planning, Environmental Services, Public Protection and Transport.

6.13 Key points include:

- Staff guidance has been issued to help ensure a consistent approach across the Council, including working at home arrangements where appropriate.
- Annual leave in critical service areas will be managed across the year to ensure sufficient staff are available during the Games.
- Business continuity plans are being upgraded to help ensure that services can be maintained in the event of an emergency.
- The Emergency Planning rota is being expanded to ensure sufficient cover throughout the Games.
- The Council is required to take part in inter-agency arrangements to ensure transport and other critical functions work across boundaries during the Games.

7 **Conclusion**

- 7.1 Preparations for the Olympics and Paralympics are progressing well. Because of the proximity of the Eton Dorney rowing and canoeing venue, as well as the Torch Relay in July, there is a significant impact on Slough.
- 7.2 Plans are intended to manage transport and other infrastructure issues to minimise any negative impact on residents or businesses in the town. A programme of local events and activities will be an opportunity to celebrate the local community and the Olympic theme.
- 7.3 Members of the panel are invited to advise and comment on the comprehensiveness and effectiveness of the Council's plans.

Appendix

- 1 Olympic events in Slough

Olympic events in Slough

| Date | Activity | Location / responsibility |
|---|---|--|
| Jan 20 | Primary Olympic Young Ambassador Day: Launch of Inspired Slough | Wexham School |
| Feb 27 | Paralympics awareness event | Arbor Vale School |
| March 25 March 29 | Sport Relief Slough's Got 2012 Talent | Upton Court Park Venue TBC |
| April 18 | 100 Days to go | |
| May 19 and 20 | TV Youth Football Club Fun Day | Upton Court Park |
| June 4 & 5 June WB 25 June 26 – 28 June 30 | Diamond Jubilee Lloyds TSB National School Sport Week Berkshire School Games Tree of Light Event | Schools Based Windsor Great Park |
| July 10 July WB 9 July 10 July 16 | Torch Relay Sports Club Open Days Leisure Facilities Open day S Games | Borough Wide Montem Salt Hill Park |
| August 15 | Play Day Police Olympics | Salt Hill Park |



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SLOUGH BOROUGH COUNCIL

REPORT TO: Neighbourhoods & Community Services
Scrutiny Panel

DATE: 1 March 2012

CONTACT OFFICER: Alex J Deans
Head of Highways Engineering

(For all Enquiries) (01753) 87 5633

WARD(S): All

PART I

FOR CONSIDERATION AND COMMENT

Highways Engineering Programme of Works for 2012/13

1. **Purpose of Report**

To inform the Panel of the proposed programme of works for 2012/13 to be carried out by the Council's Highways Engineering service.

2. **Recommendation/Proposed Action**

That the Panel comment on the principle of the approach and priorities identified in the proposed highways schemes of work for 2012/13.

3. **Sustainable Communities Strategy Priorities**

- **Regeneration and Environment**
- **Health and Wellbeing**

Aims:

- Deliver cleaner and safer neighbourhoods
- Adopt a green and sustainable approach to managing and developing the environment
- Protect and enhance public health and wellbeing
- Improve transport

4. **Other Implications**

(a) **Financial**

Initiatives set out in the report are funded from within existing budgets.

(b) **Human Rights Act and other Legal Implications**

There are no Human Rights Act Implications.

5. **Supporting Information**

5.1 **General**

The Highways Engineering service has responsibility for maintaining the Borough's highways network. This network includes approximately 260 miles of roads including footpaths, bridges, street lights, highway drains and signs and bollards.

This report lists the main programmed works due to take place from 1 April 2012 to 31 March 2013. It does not include minor reactive works including patching, potholes, cleaning highway drains/ditches and repairs to the street lights and bridges.

The schemes proposed for highways are detailed in the appendices and summarised below.

| Ap'x | Schemes for 12/13 | Budget |
|-------------|---|---------------|
| A | Carriageway Structural Improvements (Capital) | £450K |
| B | Carriageway Resurfacing Maintenance (Revenue) | £881K |
| C | Footway Resurfacing Maintenance (Revenue) | £245K |
| D | Drainage Improvements (Capital) | £110K |
| E | Street Lighting Improvements (Capital) | £200K |
| F | Public Right of Way Maintenance (Revenue) | £77K |

All schemes have been listed in alphabetical order and include the wards they are located within. Reserve schemes are included within the lists. These reserve schemes will be considered on their merits should further funding become available.

5.2 **Selecting schemes**

The Highways Engineering service continually assesses and records the condition the Borough's highways network. These assessments, of which some are reported to the government include:

- Visual surveys of roads and footpaths on foot.
- Visual surveys of roads and footpaths from vehicles.
- Mechanical surveys of roads including SCANNER/SCRIM/Deflectograph surveys.
- Visual surveys of highway drainage including gullies, soakaways and ditches.
- Mechanical camera surveys of highway drainage.
- Visual surveys of street lights and illuminated signs on foot.
- Visual surveys of street lights and illuminated signs from vehicles at night.
- Mechanical testing of the structural strength of street lighting columns.
- Visual surveys of the Rights of Way network on foot.
- Interrogating the Council's historic records.

The Council also received valuable information from the residents of Slough and Councillors through consultation, general enquiries and complaints.

The various forms of data collected were interrogated to prepare a draft list of highways schemes. The Appendices to this report were circulated internally within the Council and to Ward Councillors for feedback, that consultation period closed on

Friday 17 February 2012. The results from the consultation will be reported and the appendices will be modified where considered appropriate.

6. **Comments of Other Committees**

None.

7. **Conclusion**

To inform the Panel of the proposed programme of works to be carried out by the Council's Highways Engineering service in 2012/2013.

8. **Appendices**

- A Carriageway Structural Improvements for 12/13
- B Carriageway Resurfacing Maintenance for 12/13
- C Footway Resurfacing Maintenance for 12/13
- D Drainage Improvements for 12/13
- E Street Lighting Improvements for 12/13
- F Public Right of Way Maintenance for 12/13

9. **Background Papers**

None.

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Appendix A Carriageway Structural Improvement Schemes for 2012-2013 (£450KC)

| ROAD NAME | FROM | TO | WARD |
|--|------------------|------------------|-------------------------------------|
| Proposed Structural Improvement Schemes | | | |
| Buckingham Ave | from Henley Rd | Burnham Lane | Haymill |
| M4 junction 6 RBT (DfT bid) | Full Length | | Chalvey & Cippentham Meadow (split) |
| Stoke Road | from rail bridge | Mill Street | Central |
| Windsor Rd | from no 87 | junc Ragstone Rd | Chalvey & Upton (split) |
| Reserve Structural Improvement Schemes | | | |
| A355 Farnham Rd | Whitby Rd | Gloucester Ave | Farnham |
| A4 Bath Rd | Montem Lane | Windmill Rd | Chalvey |
| A412 Uxbridge Road (North bound only) | The Frithe | Chuch Lane | Wexham Lea |

Appendix B Carriageway Resurfacing Maintenance Schemes for 2012-2013 (£881KR)

| ROAD NAME | FROM | TO | WARD |
|---|------------------------|------------------|------------------------|
| Proposed Thin Re-Surfacing Maintenance Schemes | | | |
| Blandford Rd South | Trelawney Ave | top end | Kedermminster |
| Boston Grove | Full Length | | Farnham |
| Broadmark Road | Full length | | Wexham Lea |
| Church Street Chalvey | Full Length | | Chalvey |
| Common Road | Hight Street Langley | Cheviot Road | Foxbrough |
| Elliman Avenue | Full length | | Central |
| Hawtrej Close-Dolphin Rd | Full Length | | Central |
| Hillside | Full Length | | Chalvey |
| Laurel Avenue | Full Length | | Langley St. Marys |
| Ledger's Road | from A4 Bath Rd | Montem Lane | Chalvey |
| Long Reading Lane | Monksfield Rd | Farnham Lane | Britwell |
| Manfield Close | Full Length | | Britwell |
| Mercian Way | West Point | Old Way Lane | Cippenham Green |
| Northern Road | Villiers Rd | Stoke Poges Lane | Baylis & Stoke |
| Parlaunt Rd (at the rear) | 208 | 330 | Foxbrough |
| Parry Green North | Full Length | | Kedermminster |
| Parry Green South | Full Length | | Kedermminster |
| Queensmere Rd | from the ramp to | HTC roundabout | Upton |
| Reddington Drive | Langley Grammer school | Churchill Rd | Kedermminster |
| Romsey Close | Full Length | | Kedermminster |
| Sampsons Green | Full Length | | Britwell |
| Spackmans Way | from jun White Hart Rd | No 183 | Chalvey |
| Stoke Poges Lane | Baylis Rd | Oatland Drive | Central-Baylis & Stoke |
| The Crescent | Full Length | | Chalvey |
| The Norman | Full Length | | Wexham & Lea |
| Washington Drive | Full Length | | Cippenham Green |
| Reserve Thin Resurfacing Maintenance Schemes | | | |
| Chestnut Avenue | Full length | | Langley St. Marys |
| David Rd | Full length | | Colnbrook with Poyle |
| Edinburgh Rd | Full Length | | Farnham |
| Galleymead Rd | Full length | | Colnbrook with Poyle |
| Hazlemere Rd | Full length | | Wexham Lea |
| Kendal Drive | Full length | | Central |
| Kings Road | Full length | | Chalvey |
| Knol;ton Way | From Wexham Rd | Moat Drive | Wexham Lea |
| Long Furlong Drive | Long Reading Lane | Pemberton Road | Britwell |
| Lynch Hill Lane | Full Length | | Britwell |
| Myrtle Crescent | Full length | | Central |
| Travic Road | Full length | | Britwell |

Appendix C Footway Resurfacing Maintenance Schemes for 2012-2013 (£245K R)

| ROAD NAME | FROM | TO | WARD |
|---|-------------|----|--------------------|
| Schemes Proposed for Resurfacing | | | |
| Boston Grove | Full length | | Farnham |
| Broadmark Road | Full length | | Wexham Lea |
| Quaves Road | Full length | | Upton |
| Thurston Rd | Full length | | Baylis and Stoke |
| Reserve Schemes for Resurfacing | | | |
| Aldborough Spur | Full length | | Baylis and Stoke |
| Beechwood Road | Full length | | Baylis and Stoke |
| Court Crescent | Full length | | Baylis and Stoke |
| David Rd | Full length | | Colnbrook & Poyle |
| Downs Road | Full length | | Langley St. Mary's |
| Downs Road | Full length | | Langley St. Mary's |
| Elliman Avenue | Full length | | Central |
| Fleetwood Road | Full length | | Central |
| Galleymead Rd | Full length | | Colnbrook & Poyle |
| Hazlemere Road | Full length | | Wexham Lea |
| Kendal Drive | Full length | | Central |
| Laurel Avenue | Full length | | Langley St. Mary's |
| Loddon Spur | Full length | | Baylis and Stoke |
| Park Lane | Full length | | Upton |
| Seacourt Road | Full length | | Foxborough |
| Seymour Road | Full length | | Chalvey |

Appendix D Drainage schemes programmed for 2012-2013 (£110k)

| WORKS DESCRIPTION | ROAD NAME | LOCATION | WARD | DETAILS |
|-------------------------------------|-------------------|--------------|-------------------|--------------------------|
| Gully connections | Borough Wide | Borough Wide | Borough Wide | Reactive works |
| Soakaway improvements | Borough Wide | Borough Wide | Borough Wide | Reactive works |
| Carrier drain improvements | Borough Wide | Borough Wide | Borough Wide | Reactive works |
| Carrier drain/Soakaway improvements | Blackthorne Road | Poyle | Colnbrook & Poyle | Check/investigate system |
| Carrier drain/Soakaway improvements | Lakeside Road | Colnbrook | Colnbrook & Poyle | Drainage improvement |
| Carrier drain improvements | Colnbrook By Pass | Colnbrook | Colnbrook & Poyle | Beany block clearance |

Appendix E Street Lighting Improvement Schemes for 2012-2013 (£200K C)

| ROAD NAME | FROM | TO | WARD |
|--|-----------------------|----|--|
| Schemes Proposed | | | |
| Benson Close | 3 columns (conc rem) | | Central |
| Bishops Rd | 3 columns (conc rem) | | Upton |
| Charter Rd | 5 columns (conc rem) | | Cippenham Green |
| Frenchum Gardens | 5 columns (conc rem) | | Cippenham Green |
| High St Langley service road N. | 11 columns (conc rem) | | Kedermister |
| Mill St (001 to 005) | 5 (lantium rep only) | | Central |
| Millstream Lane | 6 columns (conc rem) | | Cippenham Green |
| Parlaunt Rd 70-76,81,82,86-90,95-98 | 18 columns (conc rem) | | Mainly Foxborough - small section in Langley St. Marys |
| Ajax Ave 4 | 1 columns (conc rem) | | Farnham |
| Argyll Ave 2,4 | 2 columns (conc rem) | | Farnham |
| Banbury Ave 2,3,4,7 (1 for 1's) | 4 columns (conc rem) | | Haymill |
| Bath Rd service rd E. of Wellcroft 11 (1 for1) | 1 columns (conc rem) | | Cippenham Meadows |
| Birch Grove, Rowan Way, Aspen Cl. & Larch Grove, Briar Way | 23 columns (conc rem) | | Farnham |
| Birch Grove, Rowan Way, Aspen Cl. & Larch Grove, Briar Way | 6 columns (conc rem) | | Farnham |
| Birch Grove, Rowan Way, Aspen Cl. & Larch Grove, Briar Way | 2 columns (conc rem) | | Farnham |
| Henley Road 1,6,7,8,10 (1 for1's) | 5 columns (conc rem) | | Haymill |
| Malton Ave 13,20 | 2 columns (conc rem) | | Farnham |
| Parlaunt Rd 89 (1for1) | 1 columns (conc rem) | | Mainly Foxborough - small section in Langley St. Marys |
| Petersfield Ave (005 to 018) | 14 (lantium rep only) | | Central |
| Rockall Ct | 5 columns (conc rem) | | Langley St. Marys |
| Shelley Close | 6 columns (conc rem) | | Foxborough |
| St Pauls Ave | 23 columns (conc rem) | | Central |
| Stour Close & Colin Way | 9 columns (conc rem) | | Cippenham Meadows |
| Stowe Rd | 5 columns (conc rem) | | Cippenham Green |
| Stowe Rd 14m | 2 columns (conc rem) | | Cippenham Green |
| Tithe Court | 4 columns (conc rem) | | Foxborough |

Appendix F Rights of Way Maintenance Schemes for 2012-2013 (£70K R)

| ROAD/ROW NAME | FROM | TO | WARD | Details |
|---|---|---|---------------------------------|--|
| Canal Towpath on Slough Arm of Grand Union Canal | Basin end at Stoke Road | Borough boundary at Langley, Station Road | | Continue programme of repairs and maintenance on towpath surface. |
| Footpath 15 from Crippenham Lane to Bath Road behind Westgate School | Crippenham Lane | Bath Road | Cippenham | Path widened as part of S106 and will be re-surfaced removing tree roots. Signage to be erected at ends of path |
| FP24 a-e Cinder Track | borough boundary FP17 Farnham Royal | Whitby Road | Farnham and Baylis and Stoke | Assess needs on a monthly basis feeding into Cinder Track Action Plan to maintain high quality route - signage, lighting, surface, furniture, bollards, cleansing, graffiti, potential mural wall, overhanging veg, fencing and planting maintenance/removal |
| Jubilee River Cycleways | The Myrke | Slough Road | Upton | Repairs to rutting and potholes and surface redressing |
| Jubilee River Cycleways | Slough Road | A355 Windsor Relief Road | Chalvey | Repairs to rutting and potholes and surface redressing |
| Jubilee River Cycleways | Bridleway 17 | A355 Windsor Relief Road | Cippenham Meadows | Repairs to rutting and potholes and surface redressing |
| Jubilee River Public Rights of Way/Cycleways | Borough Boundary at Manor Farm and at Dorney Wetlands | Slough Road | Upton/Chalvey/Cippenham Meadows | Repairs/maintenance to signage/waymarking/furniture |
| Review and monitor the clearance/cutting Schedule for all rights of way | borough wide | borough wide | All | Cutting back of overgrowth (trees, hedges shrubs), rough cuts and strimming and spraying upgrowth |
| Routes to Jubilee River | borough wide | borough wide | Chalvey/ Cippenham/ Upton | improve attractiveness of routes by improving lighting, surface, signage, planting, re-profiling and possible locations for murals and/or graffiti removal. |

SLOUGH BOROUGH COUNCIL

REPORT TO: Neighbourhoods and Community Services Scrutiny Panel

DATE: 1 March 2012

CONTACT OFFICER: Michael Sims - Licensing Manager
(For all Enquiries) (01753 477387)
Pat Kelleher - Assistant Director Public Protection
(01753 875211)

WARD(S): ALL

PART I

FOR CONSIDERATION AND COMMENT

PUBLIC PROTECTION SERVICES ENFORCEMENT POLICY

1. **Purpose of Report**

For the Scrutiny Panel to consider and comment on the revised and updated draft Public Protection Services Enforcement Policy following public consultation, copy attached as Appendix A.

2. **Recommendation/Proposed Action**

That the Panel consider and comment on the draft Enforcement Policy and recommend its approval to Cabinet.

3. **Sustainable Communities Strategy Priorities**

- **Health and Wellbeing**
- **Safer Communities**
- **Regeneration and Environment**
- **Economy and Skills**

4. **Other Implications**

(a) **Financial**

None.

(b) **Risk Management**

| Recommendation | Risk/Threat/Opportunity | Mitigation(s) |
|----------------------|---|---|
| From section 2 above | The proposed draft policy will ensure a risk based, proportionate and consistent approach to enforcement decision making. | Quality assurance procedures will ensure that enforcement decisions are taken in line with the revised Policy document. |

(c) Human Rights Act and Other Legal Implications

Section 1 and Schedule 1 Part 1 and 11 of the Human Rights Act 1998 apply:

- Article 1 - Every natural or legal person is entitled to the peaceful enjoyment of his possessions. No one shall be deprived of his possessions except in the public interest.
- Article 6 - That in the determination of civil rights and obligations everyone is entitled to a fair and public hearing within a reasonable time by an independent and impartial tribunal by law.

(d) Equalities Impact Assessment

An Equalities Impact Assessment has been completed. The Assessment has not identified any potential for discrimination or adverse impact and all opportunities to promote equality have been taken

(e) Workforce

None.

5. **Supporting Information**

- 5.1 On 11 March 2003 Cabinet approved a comprehensive Enforcement Policy in respect of the Regulatory Services functions undertaken by the former Housing and Neighbourhood Services Directorate, a copy of which is attached as Appendix B.
- 5.2 That policy document has been revised and updated to reflect subsequent statutory guidance, and in particular the Regulators Compliance Code, the statutory code of practice published by the Department for Business, Enterprise and Regulatory Reform (BERR) and guidance published by the Local Authorities Coordinators of Regulatory Services (LACORS), now Local Government Association (LGA).
- 5.3 The Compliance Code is central to the better regulation agenda, embedding a risk-based proportionate and targeted approach to regulatory inspection and enforcement.
- 5.4 The draft Enforcement Policy will provide guidance to officers, managers, businesses and consumers on the application of enforcement actions and decisions taken by Slough Borough Council. The service areas to which the Enforcement Policy relates are:
- Trading Standards
 - Food and Safety
 - Neighbourhood Enforcement Team
 - Licensing
 - Community Safety.

6. Consultation

- 6.1 A public consultation has been conducted through the Council web site and with other consultees on the draft Policy document. A list of the consultees together with a summary of their comments is attached at Appendix C.

7. Comments of Other Committees

None.

7. Conclusion

The draft Policy document will ensure a risk based, proportionate and consistent approach to enforcement actions and decision making. It will also ensure that enforcement practice follows the statutory guidance set out in the Regulators Compliance code.

Members are therefore asked to consider and comment on the draft Enforcement Policy and recommend its approval to Cabinet.

8. Appendices Attached

- A - Draft Enforcement Policy
- B - Current Enforcement Policy approved by Members on 11 March 2003
- C - List of consultees and summary comments received.

9. Background Papers

- 1 - Regulators Compliance Code
- 2 - Statutory code of practice published by the Department for Business, Enterprise and Regulatory Reform (BERR)
- 3 - LACORS guidance
- 4 - Equality Impact Assessment

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Draft Enforcement Policy

Public Protection Service

DRAFT

Content

Executive Summary

1. Introduction
2. Legal status of the Enforcement Policy
3. Scope and meaning of 'Enforcement'
4. How to obtain a copy of the Policy or make comments
5. General Principles
6. Notifying alleged offenders
7. Deciding what level of enforcement action is appropriate
8. Determining whether a *Prosecution or Simple Caution* is viable and appropriate
9. Who decides what enforcement action is taken
10. Liaison with other regulatory bodies and enforcement agencies
11. Considering the views of those affected by the offences
12. Protection of Human Rights
13. Review of the Enforcement Policy

EXECUTIVE SUMMARY

This enforcement policy provides guidance to officers, managers, businesses and consumers on the application of enforcement decisions taken by Slough Borough Council's regulatory enforcement staff in relation to anti-social behaviour, environmental health, licensing and trading standards matters.

Our primary objective is to achieve regulatory compliance. We recognise that prevention is better than cure, but where it becomes necessary to take formal action against a business, or member of the public, we will do so. There is a wide range of enforcement tools available to the local authority, with prosecution being the most serious.

We will always seek to choose an enforcement method that is relevant and proportionate to the offence or contravention. Furthermore, we will also take account of an individual or a business's past history when making our decision.

The policy is built around a process of escalation. We will only prosecute in circumstances where a defendant has acted wilfully or, where their actions are likely to cause material loss or harm to others, or where they have ignored written warnings or formal notices, endangered, to a serious degree, the health, safety or well being of people, animals or the environment, or assaulted or obstructed an officer in the course of their duties.

The options available to us include:

- No action;
- Informal action and advice;
- Fixed Penalty Notices;
- Penalty Charge Notices;
- Formal Notice;
- Forfeiture Proceedings;
- Seizure of goods/equipment;
- Injunctive Actions;
- Refusal/revocation of a licence;
- Simple Caution;
- Prosecution;
- Proceeds of Crime Applications.

The policy outlines our objectives and the methods we will use to achieve legal compliance, including the criteria used when making enforcement decisions.

All our decisions will have regard to current statutory guidance and codes of practice, and in particular the Regulators' Compliance Code, the Code for Crown Prosecutors and the Human Rights Act.

1.0 Introduction

- 1.1 Fair and effective enforcement is essential to protect the wellbeing and economic interests of the public, businesses and the environment. Decisions about enforcement action and in particular the decision making process have serious implications for all involved.

Our Regulatory Services will use this Policy to ensure that:-

- Enforcement decisions are fair, proportionate and consistent;
 - Officers apply current Government guidance and relevant codes of practice;
 - Businesses and consumers alike, understand the principles that are applied when enforcement decisions are taken
- 1.2 All investigations into possible/alleged breaches of legislation will follow best professional practice and the requirements of:
- The Police and Criminal Evidence Act 1984
 - The Criminal Procedures and Investigations Act 1996
 - The Human Rights Act 1998, and
 - The Regulatory and Investigatory Powers Act 2000.

2.0 Legal Status of the Enforcement Policy

- 2.1 The Borough Council approved this policy on *(date to be inserted)* 2012
- 2.2 This policy is intended to provide guidance for officers, businesses, consumers and the public. It does not affect the discretion of the Council to take legal proceedings where this is considered to be in the public interest.

3.0 Scope

- 3.1 This Policy applies to the legislation enforced by Regulatory Enforcement Officers in relation to anti-social behaviour, environmental health, licensing and trading standards matters.
- 3.2 Enforcement includes any action taken by officers aimed at ensuring that individuals or businesses comply with the law. This is not limited to formal enforcement action such as prosecution.
- 3.3 In certain circumstances it may be necessary to raise awareness and increase compliance levels by publicising unlawful trade practices or criminal activity. Where appropriate the results of individual Court cases may also be published.

4.0 How to obtain a copy of the Policy or make comments

- 4.1 This Policy is available on the Council's website: *(web address to be inserted)*

If you would like a paper copy of this Policy and/or you would like to comment on it's content please contact the Assistant Director Public Protection 01753 875211.

- 4.2 On request, this Policy will be made available on tape, in Braille, large type, or in a language other than English.

5.0 General Principles

- 5.1 Prevention is better than cure and our role therefore involves actively working with businesses to advise on, and assist with compliance
- 5.2 Each case will be considered on its own merits. However, there are general principles that apply to the way each case must be approached. These are set out in this Policy and in the Regulators' Compliance Code. For more information about the Regulators' Compliance Code visit: <http://bre.berr.gov.uk/regulation/reform/enforcement>
- 5.3 Enforcement decisions will be fair, independent and objective and will not be influenced by issues such as ethnicity or national origin, gender, religious beliefs, political views or the sexual orientation of the suspect, victim, witness or offender. Such decisions will not be affected by improper or undue pressure from any source.
- 5.4 We will take into account the views of any victim, injured party or relevant person to establish the nature and extent of any harm or loss, and its significance, in making the decision to take formal action.
- 5.5 Slough Borough Council is a public authority for the purposes of the Human Rights Act 1998. We will, therefore, apply the principles of the European Convention for the Protection of Human Rights and Fundamental Freedoms.
- 5.6 This enforcement policy helps to promote efficient and effective approaches to regulatory inspection and enforcement, which improve regulatory outcomes without imposing unnecessary burdens. This is in accordance with the Regulator's Compliance Code.
- 5.7 In certain instances we may conclude that a provision in the code is either not relevant or is outweighed by another provision. We will ensure that any decision to depart from the Code will be properly reasoned, based on material evidence and documented.

6.0 Notifying Alleged Offenders

- 6.1 If we receive information [for example from a complainant] that may lead to enforcement action against a business or individual we will notify that business or individual as soon as is practicable of any intended enforcement action, unless this could impede an investigation or pose a safety risk to those concerned or the general public.
- 6.2 During the progression of enforcement investigations/actions, business proprietors or individuals and witnesses will be kept informed of progress. Confidentiality will be maintained and personal information about individuals will only be released to a Court when required and/or in accordance with the Data Protection Act 1998.

7.0 Deciding what level of enforcement action is appropriate

A number of factors are considered when determining what enforcement action to take:

7.1 Levels of enforcement action:

- 7.1.1 There are a large number of potential enforcement options. The level of the action taken varies from no action through to proceedings in Court. Examples of the main types of action that can be considered are shown below:

- No action;
- Informal Action and Advice;
- Fixed Penalty Notices;
- Penalty Charge Notices;
- Formal Notice;
- Forfeiture Proceedings;
- Seizure of goods/equipment;
- Injunctive Actions;
- Refusal/revocation of a licence;
- Simple Caution;
- Prosecution.

- 7.1.2 In assessing what enforcement action is necessary and proportionate, consideration will be given to:

- ⌚ The seriousness of compliance failure;
- ⌚ The business's past performance and its current practice;
- ⌚ The risks being controlled;
- ⌚ Legal, official or professional guidance;
- ⌚ Local priorities of the Council.

- 7.1.3 Where the law has been contravened, there is a range of enforcement options available to seek compliance with the law. Under normal circumstances, a process of escalation will be used until compliance is reached. Exceptions would be where there is a serious risk to public safety or the environment or the offences have been committed

deliberately or negligently or involve deception, or where there is significant economic detriment.

7.2 No Action

7.2.1 In certain circumstances, contraventions of the law may not warrant any action. This can be where the cost of compliance to the offender outweighs the detrimental impact of the contravention, or the cost of the required enforcement action to the Council outweighs the detrimental impact of the contravention on the community. A decision to take no action may also be taken where formal enforcement is inappropriate in the circumstances, such as where a trader has ceased to trade, or the offender is elderly and frail and formal action would seriously damage their wellbeing. In such cases we will advise the offender of the reasons for taking no action.

7.3 Informal Action and Advice

7.3.1 For minor breaches of the law we may give verbal or written advice. We will clearly identify any contraventions of the law and give advice on how to put them right, including a deadline by which this must be done. The time allowed will be reasonable, and take into account the seriousness of the contravention and the implications of the non-compliance.

7.3.2 Sometimes we will advise offenders about 'good practice', but we will clearly distinguish between what they must do to comply with the law and what is advice only.

7.3.3 Failure to comply could result in an escalation of enforcement action.

7.4 Fixed Penalty Notices

7.4.1 Certain offences are subject to fixed penalty notices where prescribed by legislation. They are recognised as a low-level enforcement tool and avoid a criminal record for the defendant. Where legislation permits an offence to be dealt with by way of a Fixed Penalty Notice (FPN), we may choose to administer a FPN on a first occasion, without issuing a warning.

7.5 Penalty Charge Notices

7.5.1 Penalty Charge Notices (PCN) are prescribed by certain legislation as a method of enforcement by which the offender pays an amount of money to the enforcer in recognition of the breach. Failure to pay the PCN will result in the offender being pursued in the County Court for non-payment of the debt. A PCN does not create a criminal record and we may choose to issue a PCN without first issuing a warning.

7.6 Formal Notice

- 7.6.1 Certain legislation allows notices to be served requiring offenders to take specific actions or cease certain activities. Notices may require activities to cease immediately where the circumstances relating to health, safety, environmental damage or nuisance demand. In other circumstances, the time allowed will be reasonable, and take into account the seriousness of the contravention and the implications of the non-compliance.
- 7.6.2 All notices issued will include details of any applicable Appeals Procedures.
- 7.6.3 Certain types of notice allow works to be carried out in default. This means that if a notice is not complied with [a breach of the notice] we may carry out any necessary works to satisfy the requirements of the notice ourselves. Where the law allows, we may then charge the person/business served with the notice for any costs we incur in carrying out the work. Should the charge remain unpaid, we have the power to put a charge on the land.

7.7 Forfeiture Proceedings

- 7.7.1 This procedure may be used in conjunction with seizure and/or prosecution where there is a need to dispose of goods in order to prevent them re entering the market place or being used to cause a further problem. In appropriate circumstances, we will make an application for forfeiture to the Magistrates Courts.

7.8 Seizure

- 7.8.1 Certain legislation enables authorized Officers to seize goods, equipment or documents for example unsafe food, sound equipment that is being used to cause a statutory noise nuisance, unsafe products or any goods that may be required as evidence for possible future court proceedings. When we seize goods we will give the person from whom the goods are taken an appropriate receipt and advise them of their statutory rights.

7.9 Injunctive Actions

- 7.9.1 In certain circumstances, for example, where offenders are repeatedly found guilty of similar offences or where it is considered that injunctive action is the most appropriate course of enforcement, then injunctive actions may be used to deal with repeat offenders, dangerous circumstances or significant consumer detriment.
- 7.9.2 Action under the Enterprise Act 2002; proceedings may be brought where an individual or organization has acted in breach of community or domestic legislation with the effect of harming the collective interests of consumers. In most circumstances action will be

considered where there have been persistent breaches or where there is significant consumer detriment. Action can range from:

Informal undertakings;
Formal undertakings;
Interim Orders;
Court Orders;
Contempt Proceedings.

- 7.9.3 Anti Social Behaviour Orders and Criminal Anti Social Behaviour Orders: Where the non-compliance or behaviour under investigation amounts to anti-social behaviour such as persistent targeting of an individual or a group of individuals in a particular area then, following liaison with the Council's Anti-Social Behaviour Unit where appropriate, an ASBO or CRASBO will be sought to stop the activity.

7.10 Refusal, Suspension and Revocation of Licence

- 7.10.1 Where there is a requirement for a business to be licensed by the local authority, the licence may be granted unless representations or objections are received against the application. In such cases the Licensing Committee will hear the case and decide to grant, grant with conditions, or refuse the licence application.

In addition to the above, in relation to the Gambling Act 2005, applications for premises Licence, the Licensing Committee can exclude a condition of licence.

- 7.10.2 Grounds for Refusal, Suspension or Revocation of a Hackney Carriage or Private Hire Drivers Licence

- Where application is for the GRANT of a licence, the Committee has to be satisfied that the applicant is a "fit and proper" person to hold a licence.
- The Committee's current policy requires an applicant to have held a full DVLA driver's licence for at least two years.
- All new applicants are required to pass a driving assessment and undergo a medical examination prior to becoming licensed.
- Applicants are also subject to a criminal record check.
- The grounds for refusing to renew a licence, or for suspending or revoking a licence, are based on whether the driver has:-
 - (a) been convicted of an offence involving dishonesty, indecency or violence;
 - (b) been convicted of an offence under the Local Government (Miscellaneous Provisions) Act 1976;
 - (c) failed to comply with a requirement of the Local Government (Miscellaneous Provisions) Act 1976, or

(d) any other reasonable cause.

- Licence may be suspended or revoked **with immediate effect** if such a decision is deemed necessary **in the interests of public safety**.

7.10.3 Under the Licensing Act 2003, where a Review of a Premises Licence is sought under Section 51 of the Act, the options available to the Licensing Committee are:-

- To modify the conditions of Licence
- To exclude a Licensable activity from the scope of the Licence
- To removed the Designated Premises Supervisor
- Suspend the Licence for a period not exceeding three months
- Revoke the Licence
- Issue a warning letter
- No action

7.10.4 Under the Gambling Act 2005, where a Review of a Premises Licence is sought under Section 202 of the Act, the options available to the Licensing Committee are:-

- Revocation of the Licence
- Suspend the Licence for a specified period not exceeding three months
- Exclude a condition attached to the Licence, under Section 168 or remove or amend exclusion
- Add, remove or amend a condition under Section 169

7.11 Simple Caution

7.11.1 A Simple Caution is an admission of guilt, but is not a form of sentence, nor is it a criminal conviction.

7.11.2 For a Simple Caution to be issued a number of criteria must be satisfied:

- Sufficient evidence must be available to prove the case;
- The offender must admit the offence;
- It must be in the public interest to use a Simple Caution;
- The offender must be 18 years or over.

For details on the Home Office guidance (Circular 30/2005) visit:

<http://www.homeoffice.gov.uk>

7.11.3 We will also take into account the following when making our decision:

- The offender should not have received a simple caution for a Similar offence within the last 2 years.

7.11.4 A record of the Caution will be sent to the Office of Fair Trading and the Local Authority Coordinating Body for Regulatory Services (LACORS) if appropriate, and will be kept on file for 2 years. If the offender commits a further offence, the Caution may influence our decision to take a prosecution. If during the time the Caution is in force the offender pleads guilty to, or is found guilty of, committing another offence anywhere in England and Wales, the Caution may be cited in court, and this may influence the severity of the sentence that the court imposes.

7.12 Prosecution

7.12.1 A prosecution will normally ensue where the individual or organization meets one or more of the following criteria:

- Deliberately, negligently or persistently breached legal obligations, which were likely to cause material loss or harm to others;
- Deliberately or persistently ignored written warnings or formal notices;
- Endangered, to a serious degree, the health, safety or well being of people, animals or the environment;
- Assaulted or obstructed an Officer in the course of their duties.

7.12.2. Post conviction options will always be brought to the attention of the Court where appropriate, for example, post conviction ASBO or exclusion from managing a food premises, particularly where the defendant has continued to carry out the offence after it was formally brought to their attention. (could do with some work on this wording)

7.13 Proceeds of Crime Applications

7.13.1 Applications may be made under the Proceeds of Crime Act for confiscation of assets in serious cases. Their purpose is to recover the financial benefit that the offender has obtained from his criminal conduct. Proceedings are conducted according to the civil standard of proof. Applications are made after a conviction has been secured.

8.0 Determining whether a Prosecution or Simple Caution is viable and appropriate

8.1 We apply two 'tests' to determine whether a Prosecution or Caution is viable and appropriate. We follow guidance set by the Crown Prosecution Service when applying the tests: For more information

about the 'Code for Crown Prosecutors' visit
[:http://www.cps.gov.uk/victims_witnesses/code.html](http://www.cps.gov.uk/victims_witnesses/code.html)

8.2 A Caution or Prosecution proceedings will only be progressed when the case has passed both the evidential test and the public interest test. The principles outlined apply equally to the other types of formal enforcement action that are available.

8.3 **The Evidential Test**

We must be satisfied that there is enough evidence to provide a 'realistic prospect of conviction' against each defendant on each charge. A realistic prospect of conviction is an objective test that means that a jury or bench of magistrates, properly directed in accordance with the law, is more likely than not to convict the defendant of the charge alleged. This is a separate test from the one that the criminal courts themselves must apply. A jury or Magistrates' Court should only convict if it is sure of a defendant's guilt.

8.4 **The Public Interest Test**

The public interest must be considered in each case where there is enough evidence to provide a realistic prospect of conviction. We will balance factors for and against prosecution carefully and fairly. Public interest factors that can affect the decision to prosecute usually depend on the seriousness of the offence or the circumstances of the suspect. Some factors may increase the need to prosecute but others may suggest that another course of action would be better.

9.0 **Who decides what enforcement action is taken**

9.1 Decisions about the most appropriate enforcement action to be taken are based upon professional judgment, legal guidelines, statutory codes of practice and priorities set by the Borough Council and/or Central Government.

9.1.1 Where appropriate, decisions about enforcement will involve consultation between or approval from:

- Investigating Officer(s);
- Senior Managers from Regulatory Services;
- Council Solicitors;

10.0 **Liaison with other regulatory bodies and enforcement agencies**

10.1 Where appropriate, enforcement activities within Regulatory Services will be coordinated with other regulatory bodies and enforcement agencies to maximise the effectiveness of any enforcement.

10.2 Where an enforcement matter affects a wide geographical area beyond the Borough boundaries, or involves enforcement by one or more other local authorities or organisations; where appropriate all

relevant authorities and organisations will be informed of the matter as soon as possible and all enforcement activity coordinated with them.

10.3 Regulatory Services will share intelligence relating to wider regulatory matters with other regulatory bodies and enforcement agencies, and examples including:

- Government Agencies;
- Police Forces;
- Fire Authorities;
- Statutory undertakers;
- Other Local Authorities.

11.0 Considering the views of those affected by offences

11.1 Regulatory Services undertakes enforcement on behalf of the public at large and not just in the interests of any particular individual or group. However, when considering the public interest test, the consequences for those affected by the offence, and any views expressed by those affected will, where appropriate, be taken into account when making enforcement decision.

12.0 Protection of Human Rights

12.1 This Policy and all associated enforcement decisions take account of the provisions of the Human Rights Act 1998. In particular, due regard is had to the following:

- Right to a fair trial;
- Right to respect for private and family life, home and correspondence.

13.0 Review of the Enforcement Policy

13.1 This Policy will be reviewed annually.

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Slough Borough Council

Housing and Neighbourhood Services

Enforcement Policy

March, 2002

C O N T E N T S

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Part 1

General

1. Introduction

- 1.1 The Housing and Neighbourhood Services Directorate provides a regulatory enforcement service across a broad range of environmental health, housing and trading standards functions.

This policy statement explains the level of service that you can expect to receive from the Borough Council in respect of its enforcement activities and should be read in conjunction with our Prosecution Policy

- 1.2 The primary function of our regulatory and enforcement work is to protect the public, the environment and groups such as consumers and workers. At the same time we aim to carry out enforcement functions in an open, equitable and consistent manner helping to promote economic development.
- 1.3 We recognise that most individuals, businesses and other groups want to comply with the law. Our aim is to deliver regulatory and enforcement functions in an enabling and supportive style, helping businesses and others meet their legal duty without unnecessary expense. However, we will take firm action, including prosecution where appropriate.
- 1.4 The Enforcement Policy has regard to the principles of good enforcement outlined in the central and local government Concordat on Good Enforcement. Included in the term 'enforcement' are advisory visits and assisting with compliance, as well as licensing and formal enforcement action. Parts 2 – 9 of this document contain details of enforcement options and the specific criteria to be used by officers when making enforcement decisions.

The policy will contribute to good enforcement practice and lead to greater consistency in the way we undertake our enforcement activities.

- 1.5 Slough Borough Council is a public authority for the purposes of the Human Rights Act 1998 and must apply the principles of the European Convention on Human Rights in accordance with the Act. We will further adhere to the Human Rights policies and procedures adopted for individual service areas.

2. Key Aims of our Enforcement Policy

We believe that prevention is better than cure and that we should actively work with landlords, businesses, consumers and other groups to advise and assist with compliance. We wish to undertake our regulatory and enforcement facilities fairly and without bias. We also wish to minimise bureaucracy and red tape, provide help to those who need it, but take firm action against people who flout the law.

3. **What are the principles of good enforcement**

3.1 Service Standards

We will:

- consult businesses and other interested parties on our enforcement policy
- ensure that those who live and work in Slough have a clear understanding of our enforcement policy
- draw up clear standards setting out the level of service and performance the public and business people can expect to receive
- publish these standards and our annual performance against them

3.2 Openness

We will:-

- provide information and advice in plain language on the rules we apply
- be open about how we set about our work, including any charges that we set
- discuss general issues and specific compliance failings on problems with anyone experiencing difficulties
- provide an opportunity to discuss the circumstances of a case and, if possible, resolve points of difference before enforcement action is taken (unless immediate action is required)
- give an explanation of why immediate action is required (unless issues of sensitivity, legal privilege, or privacy are involved)
- give advice on the rights of appeal against formal action
- officers will be fair, independent and objective in all respects

3.3 Helpfulness

We will:

- actively work with individuals, businesses, especially small and medium sized businesses, and other groups to advise on and assist with compliance
- provide a courteous and efficient service and our staff will identify themselves by name

- provide a contact point and telephone number for further dealings with us and we will encourage individuals, businesses and other groups to seek advice / information from us
- deal with applications for licences, registrations and consents in accordance with service standards
- ensure that wherever practicable our enforcement services are effectively co-ordinated to minimise unnecessary overlaps and time delays
- provide translation and interpretation facilities

3.4 Complaints about Service

We will:

- make effective use of our corporate complaints procedure which is well publicised and easily accessible to businesses, the public, employees and consumer groups
- explain any right of complaint or appeal where disputes cannot be resolved, with details of the process and the likely time-scale involved.

3.5 Proportionality

We will:

- minimise the costs of compliance for businesses and others by ensuring that any action reflects the risks involved, as far as the law allows
- take account of the circumstances of the case, the findings and the attitude/actions of the individual or organisation when considering action
- take particular care to work with individuals, small businesses, voluntary and community organisations so that they can meet wherever possible their legal obligation without unnecessary expense
- confirm in writing, as appropriate, any actions necessary to comply with the law

3.6 Consistency

We will:

- carry out our duties in a fair, equitable and consistent manner
- have arrangements in place to promote and monitor consistency, including effective arrangements for liaison with other authorities and enforcement bodies.

4. Training, Competency and Authorisation

- 4.1 Only officers who are competent by training, qualification and/or experience will be authorised to take enforcement action. Authorised officers will also have sufficient training and understanding of the quality assurance system to ensure a consistent approach to service delivery. A list of current authorisations will be maintained by the Head of Service.

Officers who undertake criminal investigations will be conversant with the provisions of the Police and Criminal Evidence Act, 1984, the Criminal Procedure and Investigations Act, 1996 and the Regulation of Investigatory Powers Act 2000.

5. Consultation

- 5.1 This policy was the subject of wide stakeholder consultation and has been formally adopted by the Borough Council. In addition, the local authority is a signatory to the Enforcement Concordat introduced by the government in association with the Local Government Association.

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APPENDIX C

ENFORCEMENT POLICY – CONSULTEES AND RESPONSES

| |
|--|
| Chief Exec – RBWM |
| Chief Exec – South Buck |
| Chief Exec – Wokingham |
| Chief Exec – West Berks |
| Chief Exec – Bracknell Forest |
| Chief Exec – Spelthorne |
| Supt Richard Humphreys – TVP Slough |
| Chief Constable TVP |
| RBFRS |
| Slough Chamber of Commerce |
| Amardip Healy – SBC Head of Legal Services |
| Kuldip Channa – SBC Legal Services |
| Chris Lamsdell – Head of Corporate Fraud, Risk Management and Investigations |
| Institute of Licensing |
| NALEO |
| James Button - Solicitors |
| Popplestone Allen Solicitors |
| Jeffrey Green Russell Solicitors |
| |
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| |
| |
| |
| Full Consultation SBC website |

RESPONSES

Only one response to the consultation has been received as follows:

From Christopher Lamsdell - Head of SBC Corporate Fraud, Risk Management and Investigations.

Suggest the following wording to be incorporated.

1.2 All investigations into possible breaches of legislation will follow best professional practice and the requirements of:

- Police and Criminal Evidence Act 1984 – Codes of Practice
- Criminal Procedure and Investigations Act 1996
- Human Rights Act 1998
- Regulation of Investigatory Powers Act 2000

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SLOUGH BOROUGH COUNCIL

REPORT TO: Neighbourhoods and Community Services

DATE: 1 March 2012

CONTACT OFFICER: Louise Asby, Community Safety & ASB manager
(For all Enquiries) (01753) 875146

WARD(S): Chalvey, Baylis & Stoke

PART I

FOR COMMENT & CONSIDERATION

PROSTITUTION – UPDATE AND FUTURE ACTIONS

1. **Purpose of Report**

This paper is being submitted as a follow-up to the paper discussed in October 2011 to update on action taken to tackle prostitution as requested by the Panel.

2. **Recommendation/Proposed Action**

The Panel is requested to comment on the report and future actions as outlined at the end of the report.

3. **Sustainable Communities Strategy Priorities**

- **Safer Communities**
- **Regeneration and Environment**

This report is to update on how the diverse community in Chalvey is being affected by prostitution on its streets and how partners are tackling this by working with the girls involved, making the environment safer and cleaner and enabling all concerned to live in a safe and pleasant environment.

4. **Other Implications**

(a) **Financial**

There are no financial implications of proposed action.

(b) Risk Management

| Recommendation | Risk/Threat/Opportunity | Mitigation(s) |
|---|-------------------------|---------------|
| The Committee is requested to note the report and consider the options available to move forward with tackling prostitution in Slough as outlined at the end of the report. | No threats | N/A |

(c) Human Rights Act and Other Legal Implications

No legal implications.

(d) Equalities Impact Assessment

No implications.

5. **Supporting Information**

5.1 **Background**

Residents have long expressed concern at the presence of sex workers on the streets of Chalvey.

Recent conversations between sex workers and the Police and outreach workers seem to uphold the findings of previous research carried out on behalf of the Safer Slough Partnership; although people tend to have varied reasons for working as street sex workers, the following generalisations are helpful for understanding the issue in Slough:

1. There are two distinct groups of street sex workers in Slough – British girls who are local to Slough and who have drink and/or drug addictions, and Romanians who come to the UK to earn as much as they can from prostitution to send home to their families, and who do not have addictions.
2. The sex workers are all women.
3. The good transport links bring regular clients into Slough (for example, airport workers on their way home).
4. The following support would be effective in helping to move women away from sex work:
 - access to treatment
 - safe housing
 - assistance with applying for benefits
 - counselling and support

5. Whilst girls involved in sex work may initially engage with Job Centre Plus and treatment services, their chaotic lifestyles mean they are likely to miss appointments. They may not collect their prescription and their benefits stop if they have not signed on. They may also be unable to hold down secure accommodation.

5.2 Issues discussed and concerns raised at the last meeting were as follows:

| Issue | Outcome of discussion | Current situation |
|----------------------------------|---|---|
| Why Slough attracts prostitution | The British sex workers are born and bred in Slough so it is close to home for them. Romanian girls came here due to the good transport links, near Heathrow etc. Also it is hard to deter them via Police enforcement due to changes in legislation. | Enforcement activity with UK Border Agency (UKBA) seems to have deterred Romanians from coming back to Slough – will need to monitor this. Support and engagement work with British girls looking positive (see 5.4.2 below) |
| Use of ASBOs | ASBOs need a vast amount of evidence, which is very hard to collect due to changes in legislation (e.g. street cautions – need three in a three-month period before an arrest can be made). Courts see sex workers as the victims. | As before. |
| How best to tackle kerb crawlers | Warning letters e.g. from CCTV intelligence, and prosecutions when operations are run. Discussions with Reading re. possibility of sharing their 'Change' programme. | Change programme will provide education to kerb crawlers around the wider issue of sex working – but only if numbers are sufficient and courses are self-funding and run regularly. We will continue to monitor and review the situation. |
| Reporting levels | Reporting levels are low despite the anecdotal evidence from residents – need people to report on Police non-emergency 101 number. | Reporting levels are still low however this is most likely because numbers of sex workers and therefore kerb crawlers have dropped. |
| Displacement | Evidence of displacement to Baylis & Stoke ward (Stoke Poges Lane, Pickford Gardens, Lansdowne Avenue, Bradley Road) | As before, there is still evidence of displacement to Baylis & Stoke ward but numbers are low and outreach workers and Police are |

| | | |
|--|--|---|
| | | engaging with the sex workers in this location (about 6 girls, no new ones) and they are all on the Sex Workers Action Group (SWAG) case management agenda. |
|--|--|---|

5.3 What we have done since the last meeting (October 2011):

- 5.3.1 A council-led Thames Valley-wide Forum has been set up, comprising Milton Keynes, High Wycombe, Reading, Oxford and Slough. This forum met on 11 January and is meeting again on 29 March. The Forum will share ideas and resources, and organise cross-borough training, for example, on supporting sex workers, which the Ministry of Justice provides (see Appendix A for training flyer).
- 5.3.2 The Thames Valley Police Strategy (2008-2011) has now been replaced locally with a partnership action plan for 2011-13 (see Appendix B). This has been put together by the local Neighbourhood Police Inspector with input from partners. It covers four strands: prevention/support, intelligence, enforcement and reassurance.

Work already in progress and arising from the action plan includes:

| Strand | Activities taking place |
|---|---|
| Prevention of ASB related to prostitution | <ul style="list-style-type: none"> • Targeted patrols – outreach workers and Police regularly engaging with sex workers • Town hall slip road now blocked off preventing use by kerb crawlers to circle area • Equinox (currently residential detox) is becoming a hostel for those with addictions and support needs and will have emergency as well as long term accommodation |
| Intelligence | <ul style="list-style-type: none"> • Information sharing with partners and neighbouring Boroughs e.g. Ealing, Reading • Use of targeted CCTV operations to identify kerb crawlers and sex workers (see 5.4.5 below) |
| Enforcement | <ul style="list-style-type: none"> • Warning letters and street cautions issued (see 5.4.1 below) • Working with UKBA – five letters served on Romanian sex workers, all have now left |

| | |
|-------------|--|
| | Slough (see 5.4.6 below) <ul style="list-style-type: none"> • Kerb crawler prosecutions and publicity of outcomes e.g. £1000 fines |
| Reassurance | <ul style="list-style-type: none"> • Prostitution is being kept as neighbourhood priority and on agenda for sector tasking meetings • Police attend residents' meetings and update as appropriate • Regular police presence in known 'hotspots' |

5.4 How the situation has changed

5.4.1 We have the following prostitution-related figures for Chalvey. Figures for September 2011-February 2012 are considerably lower than January-June 2011:

| | Jan-June 2011 | Sept 11-Feb 12 |
|---|---------------|----------------|
| Reporting figures for Chalvey | 28 | 13 |
| Sex workers on streets - British | 10 | 7 |
| Sex workers on streets - Romanian | 10 | 2 |
| Street cautions issued | 23 | 14 |
| Kerb crawler warning letters | 16 | 9 |
| UKBA letters issued to Romanian sex workers | n/a | 5 |

5.4.2 According to the latest SWAG meeting, two more girls have come off the streets bringing the total to four. All street sex workers are now referred to the SWAG case management meetings and the seven British girls known to be working on the streets were all discussed at the case management meeting on 3 February. Of these, two have not turned up to appointments (this is being followed up by the Neighbourhood Police Officer who is able to engage with them) and the other five are engaging well. We have discovered that there is a domestic violence/'pimp' scenario in one case which outreach workers are hoping a detox in another part of the country will resolve.

5.4.3 According to Police and CCTV operators, the number of sex workers in Chalvey has noticeably dropped. This is partly due to the Romanian sex workers who returned home for Christmas not returning so far (perhaps put off by the UK Border agency's targeted action). There is evidence of displacement to Bradley Road/Stoke Poges Lane which Police and outreach workers are aware of (see 5.2 above).

- 5.4.4 The number of kerb crawlers has also noticeably reduced in Chalvey, and with the closure of the old town hall slip road and the changes to the road system, it is increasingly impractical to circle the Montem Lane/Ledgers Road/A4 route. Also as the girls do not seem to be frequenting this area, there is no 'market' there.
- 5.4.5 A CCTV operation ran for three months in order to gather intelligence and enforce legislation aimed at kerb crawlers, and also to identify any sex workers loitering (which could be used as evidence of 'persistent loitering'). This involved operators, between the hours of 9pm and 5am, scanning the hot spot streets for cars circling the area repeatedly and likely to be kerb crawlers, but this did not produce any new evidence or convictions (although it did produce some intelligence and kerb crawler letters were sent out). No enforcement action has been taken due to the lack of activity or suitable evidence and no ASBOs are being pursued.
- 5.4.6 The UKBA issued five letters to Romanian sex workers inviting them to interview to look at their situation and whether they are exercising their treaty rights. They did not turn up and they were due for arrest and removal from the UK although left of their own accord. However if they return they are still liable for arrest and removal as this counts as a holiday and the UK their place of abode. n.b. Removal is not the same as deportation and they would be able to return to the UK after removal if they wished to do so. The UKBA would have to allow them three months to show they are exercising their treaty rights before reissuing letters.

5.5 Future work

| Activity | How this will help successful future outcomes |
|---|---|
| SWAG group to report to Safer Slough Partnership (SSP) and continue to work on action plan | The comprehensive action plan covers all areas of work required for successfully tackling the problem of sex working. Reporting to SSP will require accountability and provide top-level support for our work. It will also ensure coordination with, and buy-in from, partners. Regular update reports will be produced. |
| Monitor recently commissioned Drugs and Alcohol Action Team (DAAT) services | This will enable us to spot any gaps in service which we will then endeavour to fill. |
| Community engagement through residents' meetings and newsletters (which could also go online), to be agreed with residents. The importance of reporting to be emphasised. | This will ensure a two-way communication between residents, Police and partners providing reassurance that action is being taken, reporting on results and getting feedback on residents' perceptions of the problem. |

6. **Comments of Other Committees**

N/A

7. **Conclusion**

This report gives an update of the work taking place in Slough to tackle prostitution and looks at how we can work together in the future to reduce the problem still further. It would be helpful to hear the views of Panel members and meeting attendees as to how they view the current situation.

8. **Appendices Attached**

A - SWICC training flyer

B - Partnership action plan

C - Case study

9. **Background Papers**

Prostitution – Current Challenges and Future Actions (Report to Neighbourhoods and Community Services Scrutiny Panel, 24 October 2011)

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SWICC | SEX WORKERS IN CUSTODY/COMMUNITY



For further information please contact
WomensTeam@noms.gov.uk

Pathway Lead / Local point of contact.....

Contact details.....

Delegates Comments

SWICC is a 6 hour training programme for staff and Voluntary and Community Sector partners who work within the Criminal Justice setting, supporting women who have been involved in the sex industry.

The training will:

- Raise awareness amongst staff of the effects sex work may have on women.
- Help staff become more confident when responding to disclosures around sex work.
- Encourage a consistent, supportive and informed response, thus fostering an environment in which women can be helped to keep safe and when they are ready to do so, make plans for a life outside of the sex work industry.
- Raise the profile of community-based support agencies who work specifically with this group of women.

For more information e-mail: WomensTeam@noms.gsi.gov.uk

"Until this training I had no idea of the issues this vulnerable group of women faced"

"Human Trafficking element is very enlightening and something I had never thought about before"

"Feel confident in managing disclosure and sign-posting to relevant support"

"Fantastic course, it really highlighted the diverse nature of the sex-industry"



Prostitution in Slough Action Plan 2011-2013

Prevention

| Strategic Aim | Action | Owner | Target Date | RAG Status |
|--|--|--|--------------------|------------|
| Prevention of anti-social behaviour related to prostitution | | | | |
| Identify main areas affected by activity | Improve reporting to police of incidents by residents and others who may be concerned, e.g. local councillors Attendance at local community meetings | Insp. Young NHPT and SMT as necessary | Ongoing Ongoing | |
| Use of patrols in affected areas | NHPT to patrol affected areas when on late shifts to deter activity and prosecute where possible | NHPT | Ongoing | |
| Use of media to report prosecutions | Media message to inform community of results of relevant police activity and prosecutions | Insp. Young/Anamika Bansal | Ongoing | |
| Use of CCTV to identify kerb crawlers | Task CCTV operators to monitor cameras in Ledgers Road and other relevant cameras, to capture details of vehicles seen acting in a manner likely to be soliciting, and sending of relevant warning letters | CCTV and volunteer | Ongoing | |
| Use immigration powers | UKBA involved in serving letters to East European prostitutes who are not complying with EU conditions and arrest of those not complying | NHPT/UKBA | Ongoing | |
| Diversion of prostitutes | Sex Workers Action Group to identify and work with prostitutes, identifying reasons for being prostitutes and identifying diversionary support, e.g. Engagement and Support Orders | SWAG/DAAT | Ongoing | |
| Use of prevention legislation | Application for ASBO's when circumstances are suitable | TVP/SBC | Ongoing | |
| Liaison with MPS to maximise | Exchange of information in relation to cautions and prosecutions of prostitutes in | NHPT/MPS | Ongoing | |

| | | | |
|------------------------------|--|-------------|----------|
| prosecution opportunities | Southall who also work in Slough | | |
| Use of "TVP Operation" signs | Signs to be created showing "TVP Operation in progress" to be displayed in relevant areas. | Insp. Young | 31/12/11 |
| Environmental measures | Examine road layouts and lighting to reduce favourability for kerb crawlers | SBC | Ongoing |

Intelligence

| Strategic Aim | Action | Owner | Target date | Rag Status |
|--|---|---|-------------------------------|------------|
| Develop intelligence picture around prostitutes and kerb crawlers | | | | |
| Regular contact with prostitutes | Identifying new prostitutes, predominantly from Eastern Europe, and identifying how and why they work in Slough. Identify whether any are working for "pimps" or others. Develop intelligence around links with drug dealers and usage | NHPT | Ongoing | |
| Intelligence interviews of kerb crawlers | Identify whether any prostitutes have been brought into the country to work as prostitutes, identifying any links to organized crime groups etc. Intelligence interviews to be conducted with kerb crawlers to identify reasons for using prostitutes and how they know where to locate them | NHPT/Outreach worker NHPT/FIB/SOCA/OC G Arresting officers | Ongoing Ongoing Ongoing | |
| Liaison with MPS Southall | Southall have a dedicated team dealing with prostitutes, some of which also work in Slough. Ensure intelligence links are maintained | NHPT/MPS | Ongoing | |
| Sex Worker Database | Ensure database on LPA Briefing Document is kept up to date with current arrest/caution status of prostitutes | NHPT | Ongoing | |
| Improved reporting by local residents | Increase in reports from residents direct to TVP/SBC or via councillors regarding activity of prostitutes and details of vehicles/pedestrians kerb crawling | NHPT/ Comms team | Ongoing | |
| Directed use of CCTV | CCTV operators to be tasked to increase surveillance of known areas to increase intelligence of regular prostitutes, times of activity and customers. | SBC CCTV | 31/11/11 | |
| Exchange of information | Intelligence exchange within partners using SWAG meetings | SBC/TVP/Others as identified | Ongoing | |

Enforcement

| Strategic Aim | Action | Owner | Target Date | Rag Status |
|--|---|----------|-------------|------------|
| Reduce impact of prostitution by prosecution of offenders | | | | |
| Patrolling officers | 2 officers can take action when they see people who they believe are engaged in | TVP/NHPT | Ongoing | |

| | | | |
|--|--|---|--|
| | <p>soliciting. Prostitute can be dealt with by way of street caution or arrest dependent on previous relevant history. Customer can be arrested.</p> <p>Use of covert officers to monitor actions of prostitutes and customers, before following them and taking relevant action when they indulge in sexual acts.</p> <p>Following report from local residents of vehicle containing people involved in sexual activity, both can be prosecuted if female is identified as a prostitute</p> <p>Police assets used to gather evidence from kerb crawlers prior to arrest.</p> <p>UKBA involved in serving letters to East European prostitutes who are not complying with EU conditions and arrest of those not complying</p> <p>Application for ASBO's when circumstances are suitable</p> <p>Soliciting is not a trigger offence, but Inspector's authorisation to be sought where prostitute/kerb crawler show evidence/previous convictions for drug use</p> <p>Task CCTV operators to monitor cameras in Ledgers Road and other relevant cameras, to capture details of vehicles seen acting in a manner likely to be soliciting, and sending of relevant warning letters</p> <p>Exchange of information in relation to cautions and prosecutions of prostitutes in Southall who also work in Slough</p> <p>Identify good practice that can be used locally</p> | <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> | <p>TVP/Patrol Officers</p> <p>TVP/Patrol Officers</p> <p>TVP Proactive</p> <p>NHPT/UKBA</p> <p>TVP/SBC</p> <p>Arresting officer</p> <p>CCTV and volunteer</p> <p>NHPT/MPS</p> <p>TVP</p> |
| Directed operations | | | |
| Use immigration powers | | | |
| Use of prevention legislation | | | |
| Drug testing | | | |
| Use of CCTV to identify kerb crawlers | | | |
| Liaison with MPS to maximise prosecution opportunities | | | |
| Liaison with other police services | | | |

Reassurance

| Strategic Aim | Action | Owner | Target Date | Rag Status |
|------------------------------|---|--------------------------------------|-------------|------------|
| Communication Plan | | | | |
| Neighbourhood Priority | Ensure issue is maintained as a Neighbourhood priority at LPA'S tasking, and Sector tasking, meetings | Insp Young | Ongoing | |
| Communication strategy | Strategy to be devised following consultation around prostitution strategy and public messages | Anamika Bansal | 31/12/11 | |
| Updates to residents | Letters to be sent to residents in affected roads informing them of police activity Letters to local councillors informing them of police activity Attendance at local community meetings informing them of activity Use of monthly updates on TVP internet site | Insp Young/ SMT as necessary/NHPT | Ongoing | |
| Patrol plans | Ensure regular patrols of affected areas by NHPT | NHPT | Ongoing | |
| Use of "TVP Operation" signs | Signs to be created showing "TVP Operation in progress" to be displayed in relevant areas. | Insp. Young | 31/12/11 | |
| Residents patrols with NHPT | Selected members of the community to be invited to accompany NHPT on patrols | NHPT | Ongoing | |

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| | | | | | | |

RAG Key

Red – yet to be actioned

Amber – ongoing action

Green – action completed and process in place

Case study – the challenges we face to get sex workers off the streets

The most chaotic of the girls, SP is a 'poly drug user' – she is a known user of crack, heroin, pills and alcohol. She became homeless when she was evicted from Equinox for her antisocial behaviour. She was then evicted from the bed and breakfast which the local authority had placed her in and funded, again for her antisocial behaviour. Since she has been on the Sex Workers Action Group case management agenda, she has gone onto a methadone prescription and is no longer homeless (she is now living in a local 'house of multiple occupation' (HMO). Also she is going to be referred for a mental health check as there are concerns that she has a learning disability or possibly autism. Although she is still sex working on the streets, her circumstances are changing and support is being put in place to enable her to lead a less chaotic lifestyle which will enable her to hold down accommodation and not need to engage in sex work to pay for drugs.

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SLOUGH BOROUGH COUNCIL

REPORT TO: Neighbourhoods and
Community Services
Scrutiny Panel

DATE: 1 March 2012

CONTACT OFFICER: Andrew Stevens
(For all enquiries) Assistant Director, Culture and Skills
Community and Wellbeing
(01753) 875507

FOR INFORMATION ONLY

TEN PIN AND SALT HILL PARK TENNIS UPDATE

1 Purpose of Report

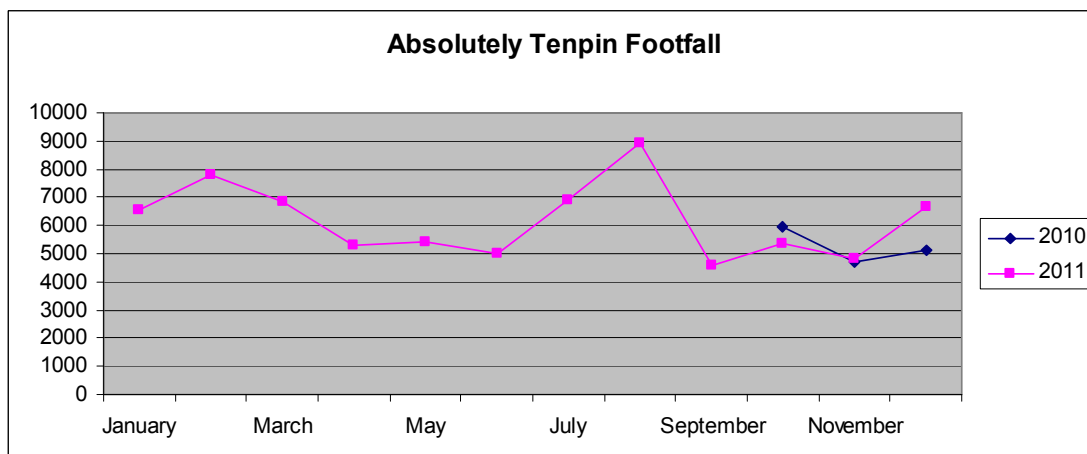
- 1.1 This report updates Members on the current status of the ten pin and tennis offers in Salt Hill Park. In March 2010, Cabinet decided to close the former indoor tennis centre and replace it with a ten pin bowling facility and an upgraded outdoor tennis centre in Salt Hill Park. The ten pin facility opened in September 2010 and the new tennis courts were opened in April 2011.
- 1.2 The Neighbourhoods and Community Services Scrutiny Panel reviewed performance of the new facilities at its meeting on 16 June 2011.

2 Ten pin bowling

2.1 Visits and levels of use

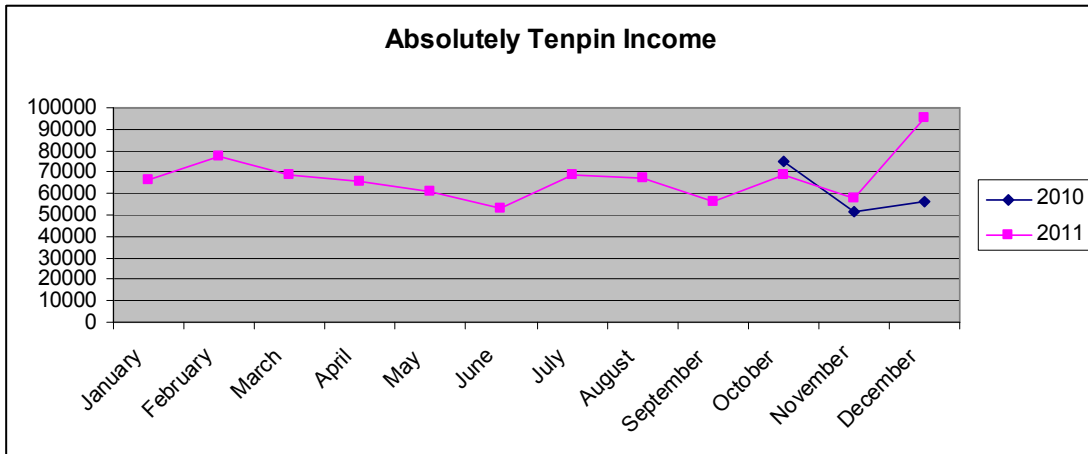
There has been a steady increase in the number of visits to the ten pin bowling centre. During 2011 there were 75,000 visits, and Slough Community Leisure (SCL) are confident this will continue to grow in 2012. There are more than 550 children each month attending for birthday parties. There are seasonal trends in use, with visits highest during school holidays.

- 2.2 The chart below shows the number of visits to December 2011.

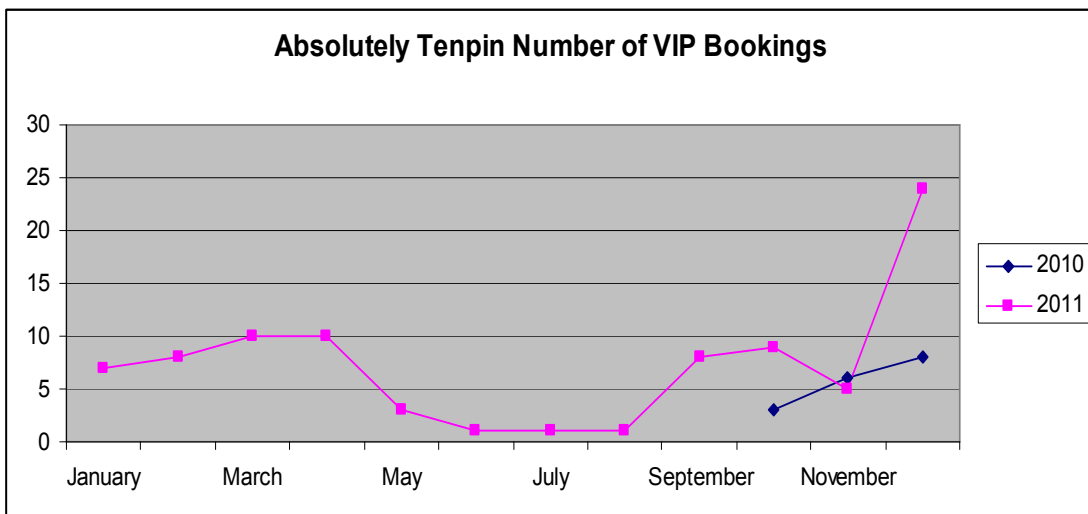


2.2 Financial performance

The chart below shows the total income levels generated by the site for the full year of 2011 and the last 3 months of 2010.



2.3 The warm weather of October significantly affected use of the Centre and there was a decline in income on the previous year. However, this was followed by steady year on year growth in November and a significant increase in December when income was nearly £95,000. Performance in December was helped in particular by income from corporate business parties using the VIP area. The following chart shows use of the VIP area.



2.4 While full January and February figures are not available for this report, the growth seen in December is being sustained in pre-bookings. Both months significantly exceed bookings for the previous year.

2.5 In 2012/13 SCL are on track to return £65,000 surplus from ten pin to the Council in the form of a reduction in the leisure contract management fee. In the last six months SCL have allocated £2,500 from profits made by ten pin bowling to charitable causes.

2.6 Promoting the facility

In August 2011, when the Centre took part in the National Play Day promotion, children were offered free bowling. This promotion, together with other special offers, generated good publicity and helped increase levels of use in the following period. This will be repeated in 2012.

2.7 Members of Scrutiny in June 2011 highlighted the need for better signposting to ten pin from the A4. In the autumn new signs for Salt Hill Park were put in place, promoting ten pin, tennis and other facilities in the park. Planning permission has been given for an additional sign to promote ten pin, in the same style as the park signs, and this will be implemented early in 2012.

3 **Salt Hill Park tennis**

3.1 **Summary of activity**

The tennis courts in Salt Hill Park have been substantially upgraded through investment from the Lawn Tennis Association, the Council and SCL. There are eight resurfaced and floodlit courts, with a clubhouse. The tennis offer is managed by Gary Drake Tennis (GDT) who offer tennis coaching to all ages and abilities throughout the year.

3.2 There are currently over 80 players taking part in coaching each week, with 10 groups available for both juniors and adults of all abilities during school term time. This falls short of the 2011/12 target of 120 people taking part in coaching.

3.3 Tennis camps are run during the school holidays for children aged between five and 12 years. Over the six weeks during the summer holidays more than 80 children attended.

3.4 The site is also available to members of the public who wish to pay and play, with racket and ball hire available. There are around 20 people each week regularly using the courts on a pay and play basis. In addition, there are currently 30 paying members at GDT Slough, who are able to use the courts free of charge and attend club sessions. This compares with a target of 50 members by the end of 2011/12. These figures do not include those using the free to play facility next to the GDT courts in Salt Hill Park.

3.5 The Club has competed in both the junior and adult AEGON team tennis during the summer and winter months. Teams are entered in under 8s, under 14s and under 18s as well as adult men and women's teams. The site has also been used by the LTA for a number of junior tournaments and matches in the past year.

3.6 GDT has worked closely with a number a schools in the area to promote tennis, including Herschel and Langley Grammar. In June 2011, GDT held an inter-schools competition for both primary and senior schools in the Slough area. Three secondary schools and six primary schools entered the competition, involving around 100 local children.

3.7 **Improving performance**

While performance is currently short of 2011/12 targets, there has been a steady growth in use of the tennis facility throughout 2011. GDT will be strengthening their coaching staff early in 2012 and have plans, including an increase in free to play sessions, to increase use and meet their targets.

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