

# **Community Safety Committee**

**Tuesday, 22 July 2014 at 10:30**

**County Hall, County Hall, West Bridgford, Nottingham, NG2 7QP**

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## **AGENDA**

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|----|--|---------|
| 1  | Minutes of the last meeting held on 10 June 2014   | 3 - 6   |
| 2  | Declarations of Interests by Members and Officers:- (see note below)<br>(a) Disclosable Pecuniary Interests<br>(b) Private Interests (pecuniary and non-pecuniary) |         |
| 3  | Apologies for Absence  |         |
| 4  | New Powers for Tackling Anti-Social Behaviour - Presentation   |         |
| 5  | Update on Emergency Management and Registration Services   | 7 - 14  |
| 6  | Update on Key Trading Standards Matters  | 15 - 20 |
| 7  | Community Safety Update  | 21 - 26 |
| 8  | Community Safety Budget Update - Request for Funding   | 27 - 30 |
| 9  | Operating Framework for Working with Communities   | 31 - 42 |
| 10 | Work Programme   | 43 - 48 |

## **Notes**

- (1) Councillors are advised to contact their Research Officer for details of any Group Meetings which are planned for this meeting.
- (2) Members of the public wishing to inspect "Background Papers" referred to in the reports on the agenda or Schedule 12A of the Local Government Act should contact:-

Customer Services Centre 0300 500 80 80

- (3) Persons making a declaration of interest should have regard to the Code of Conduct and the Council's Procedure Rules. Those declaring must indicate the nature of their interest and the reasons for the declaration.

Councillors or Officers requiring clarification on whether to make a declaration of interest are invited to contact Keith Ford (Tel. 0115 977 2590) or a colleague in Democratic Services prior to the meeting.

- (4) Councillors are reminded that Committee and Sub-Committee papers, with the exception of those which contain Exempt or Confidential Information, may be recycled.
- (5) This agenda and its associated reports are available to view online via an online calendar - <http://www.nottinghamshire.gov.uk/dms/Meetings.aspx>



Meeting **COMMUNITY SAFETY COMMITTEE**

Date **Tuesday 10 June 2014 at 2.00pm**

**membership**

Persons absent are marked with `A`

**COUNCILLORS**

Glynn Gilfoyle (Chairman)  
Alice Grice (Vice-Chairman)

Andrew Brown  
Chris Barnfather  
Ian Campbell  
John Clarke

Keith Longdon - A  
Martin Suthers OBE  
John Wilmott

**OFFICERS IN ATTENDANCE**

Stephen Beane )  
Rob Fisher )  
Jeanette Hall )  
Sarah Houlton > Adult Social Care, Health & Public Protection  
Paul McKay )  
Helen Scaman )  
Mark Walker )

Keith Ford - Policy, Planning & Corporate Services

**APPOINTMENT OF CHAIR AND VICE-CHAIR**

The appointments at the Annual Meeting of Council of Councillor Glynn Gilfoyle and Councillor Alice Grice as the Chairman and Vice-Chairman of the Committee respectively were noted.

**MINUTES OF THE LAST MEETING**

The minutes of the last meeting held on 29 April 2014 were confirmed and signed by the Chairman.

**MEMBERSHIP OF THE COMMITTEE**

The Committee's membership was noted as follows:-

Councillors Chris Barnfather, Ian Campbell, John Clarke, Glynn Gilfoyle, Alice Grice, Bruce Laughton, Keith Longdon, Stuart Wallace and John Wilmott. It was noted that Councillors Suthers and Brown had replaced Councillors Wallace and Laughton respectively for this meeting only.

## **APOLOGIES FOR ABSENCE**

An apology for absence had been received from Councillor Longdon (medical / illness).

## **DECLARATIONS OF INTERESTS BY MEMBERS AND OFFICERS**

None.

## **REGISTRATION AND CELEBRATORY SERVICES**

Jeanette Hall (Superintendent Registrar) and Helen Scaman (Service Development Manager) gave presentations outlining the development of the new Registration Office based at the Gilstrap Centre and the new 'Celebrate in Nottinghamshire' website.

### **RESOLVED 2014/026**

That the contents of the presentations be noted.

## **UPDATE ON EMERGENCY MANAGEMENT AND REGISTRATION SERVICES**

Rob Fisher, Group Manager, Emergency Management and Registration, introduced the report which updated Members on recent key activities and events.

During discussions, Members raised the issue of flooding potentially resulting from drains and gullies. The Chairman agreed to discuss this issue with the Chairman of Transport and Highways Committee with regard to the possibility of arranging a joint presentation, seminar or piece of work on this subject.

### **RESOLVED 2014/027**

That the contents of the report, in particular the progress being made to introduce community road closure schemes and the initiative to support marriage registrations by Nottingham clergy, be noted.

## **UPDATE ON KEY TRADING STANDARDS MATTERS**

Mark Walker, Group Manager – Trading Standards, introduced the report which provided the Committee with an update on areas of activity within Trading Standards.

During discussions, Members commended the Trading Standards team for the positive outcomes they were achieving, including the number of prosecutions.

### **RESOLVED 2014/028**

That the updates from the previous meeting and the various developments in these areas of work be noted.

## **COMMUNITY SAFETY UPDATE**

Sarah Houlton, Trading Standards Manager, introduced the report which updated Members on key Community Safety matters.

During discussions, Members requested further information around the definition of 'turning around' troubled families. In response, Ms Houlton agreed to circulate a fact sheet about the Troubled Families project to Members. Members commended the progress that was being achieved through this project.

With regard to Hate Crime Statistics, Members requested an update to a future meeting about the reporting mechanisms currently being developed by the Safer Nottinghamshire Board.

### **RESOLVED 2014/029**

That the various developments in the areas of work contained within the report be noted.

## **COMMUNITY SAFETY BUDGET UPDATE**

Sarah Houlton, Trading Standards Manager, introduced the report which updated Members on Community Safety Budget expenditure in 2014/15 and sought further approvals.

### **RESOLVED 2014/030**

- 1) That the update information regarding the 'Initiatives' element of the Community Safety 2014/15 Budget be noted.
- 2) That the proposed contribution of £6,000 from the 'Initiatives' element of the Community Safety 2014/15 Budget to expand the Show Racism the Red Card Project and to cover related equalities work be approved.

## **REVISION OF THE SAFEGUARDING ADULTS PROCEDURES AND GUIDANCE**

Paul McKay, Service Director for Access and Public Protection, introduced the report which outlined the revised approach to safeguarding adults recently agreed by Policy Committee.

### **RESOLVED 2014/031**

That the revised approach to safeguarding adults, as detailed in the procedures and guidance agreed by Policy Committee on 4 June 2014, be noted.

## **WORK PROGRAMME**

### **RESOLVED 2014/0**

That the work programme be noted.

The meeting closed at 3.50 pm.

CHAIRMAN

M\_10Jun2014

**22 July 2014****Agenda Item: 5****REPORT OF THE SERVICE DIRECTOR FOR  
ACCESS AND PUBLIC PROTECTION****UPDATE ON EMERGENCY MANAGEMENT AND REGISTRATION SERVICES****Purpose of the Report**

1. To provide an update on recent key activities and events in the work of the Emergency Planning Team and of Registration and Celebratory Services.

**Information and Advice****Emergency Management**Internal Audit of Emergency Planning

2. Over recent weeks the County Councils' Internal Auditors have completed an audit of emergency planning, assessing controls in place to decide levels of assurance provided regarding business objectives and mitigation of risks. The auditors' opinion is that there is "substantial assurance" regarding the arrangements, and that risk levels are low.
3. The audit examined the risk of failure to:
  - respond effectively to emergencies (thereby increasing the risk of loss of life, injury and damage to property)
  - deliver statutory services under relevant legislation (in particular, failure to comply with the Civil Contingencies Act 2004)
  - properly engage with and support partners (since major emergencies require a multi-agency response)
  - properly prepare or understand emergency plans (recognising that proper planning helps improve performance).
4. The audit report identified that controls are currently effective in the following areas:
  - The County Council has detailed plans to respond to emergencies.
  - Robust quality assurance procedures are in place for our emergency plans. Each is reviewed systematically before being approved, and in place are subject to focus days by the Emergency Planning Team to ensure procedures remain up to date and officers are familiar with them.

- All emergency responses are independently reviewed by an NCC officer not involved in the initial response or an emergency planning professional from a partner organisation.
  - Many of the statutory responsibilities are discharged through the Local Resilience Forum (LRF) which produces a community risk register, multi-agency emergency plans and provides opportunities to develop links with partners.
5. The auditors identified only two control weaknesses. The first was the potential risk that in future *“NCC may be unable to respond to emergencies as required”*. It was noted that current levels of trained specialist staff are sufficient to respond to emergencies; however future reductions in capacity may impact the Council’s ability to cope effectively with the effects of a prolonged emergency. In view of this, the auditors have recommended that additional managers, from different sections of the authority, are given training to increase resilience in key areas.
  6. The second control weakness identified was the potential risk that *“During an extended emergency NCC services may have reduced capacity to deliver and manage core services”*. The auditors noted that following reductions at Group Manager and Service Director level, the overall proportion of senior staff involved in responding to major emergencies has increased. Part of the lessons learned from the flooding in the south of England earlier this year includes the impact on a local authority’s other services when staff are diverted to emergency response work for an extended period of time. Consequently, the auditors have recommended that additional staff should be trained to carry out specific emergency response roles. This would help allow rotation of senior staff between response work and substantive posts during an extended emergency.

#### Flood Emergency Planning

7. Further developments in respect of flood emergency planning include reinforcement of the support available to schools and advice has been given to Elected Members about procedures to respond to flooding in their area.
8. With regard to support for schools, the Emergency Planning Team has long encouraged and supported schools wishing to prepare their own emergency and business continuity plans. In recent times, this has been achieved primarily by providing guidance on ‘Coping with a school emergency’, which is available to them on the ‘Wired’ website. The guidance was designed to help schools to develop and review an emergency plan, and it includes information on business continuity arrangements to help a school minimise disruption from an incident. If a school wishes to assess the implications of different types of business continuity incident (such as loss of premises, suppliers or personnel) they will find a Business Impact Analysis (BIA) template is available on the website. Schools are reminded of this guidance annually, most recently by means of a letter in January this year. The Emergency Planning Team can assist a school in developing or reviewing their business continuity arrangements on a chargeable basis as part of the County Council’s wider services to schools.
9. Finally in respect of flooding, the Emergency Planning Team has completed the action arising from the April Community Safety Committee Meeting, when they were asked to provide information to all Elected Members about the emergency plans in place to respond to flooding that might occur in their area. The letter to each Elected Member



also offered meetings to discuss any concerns Members may have, and the opportunity to visit the emergency centre at County Hall.

### Community Resilience

10. Community Resilience is defined as: “Communities and individuals harnessing local resources and expertise to help themselves in an emergency, in a way that complements the response of the emergency services” (*Cabinet Office, Strategic National Framework on Community Resilience*). Local communities have a wide range of skills, knowledge and resources to contribute in times of emergency, and playing a part in the emergency response can help a community to cope with, and recover from, an emergency. Involving the community can also release valuable resources from responding agencies that can then be utilised elsewhere.
11. The Local Resilience Forum response to this was the creation of the current LRF Community Resilience Plan, led by the County Council Emergency Planning Team. This provides a guide for responding agencies on how to engage with communities at times of emergency, and complements other initiatives such as template Community Emergency Plans and guidance. However, as the date approached for the scheduled review of this plan, agencies considered that community resilience initiatives have developed significantly since the Plan was written, and therefore is no longer required. Developments include that appropriate references have been made in other LRF plans, more communities have developed their own Community Emergency Plans, and there have been significant improvements in engagement with communities at risk of flooding.
12. It is now considered that interactions with affected communities are best reflected by inclusion in all LRF plans, where such contact is appropriate. For example, floods response arrangements reflect the presence in communities of flood wardens, community flood signage schemes, community flood actions groups, local flood forums and so forth. Also, it is recognised that the ‘Roles and Responsibilities’ sections of plans make local authorities responsible for maintaining contact with affected communities. Accordingly, rather than having a Community Resilience Plan for activation in emergencies, it is better to replace the existing plan with guidelines for LRF sub groups.
13. The Emergency Planning Team has continued to encourage and support examples of community resilience across Nottinghamshire. The most ambitious of these is the work of the Southwell Flood Forum, whose recent activities on this front have included a community resilience event at Southwell Library, attended by sixty visitors, plus a survey of local residents to ask how resilience they are to the effects of emergencies. The emergency planning team is contributing to the development of a Community Emergency Plan for the town and the flooded road closure signage scheme.

### Electricity Plan

14. Small-scale power cuts can occur on a daily basis, and Distribution Network Operators, such as Western Power Distribution and Northern Powergrid, have well-rehearsed arrangements for responding quickly to these. More wide-spread and longer-lasting disruptions of electricity supplies are very rare, and require more comprehensive contingency planning. These have been supplemented now with the ‘LRF critical infrastructure plan for disruption of electricity supplies’. This documents the robust

emergency planning arrangements already in place, by the electricity industry, and provides an overview of how LRF partners will support the response. Work on the plan was led by the County Council Emergency Planning Team as chair of the LRF Critical Infrastructure Group.

15. During 2014, the group is also planning to complete plans for responding to disruption of water supplies and for disruption of gas supplies.

### Safety at Sports Grounds

16. With a forthcoming Test Match and One-Day International to follow later in the summer, a match-day inspection was completed at the Twenty20 fixture on 21 June 2014. As has traditionally been the case, the Cricket Club was able to demonstrate very high standard of safety management.
17. The Annual Safety Audit Inspection of Southwell Racecourse was completed on 26 June 2014. Generally very good standards of safety management were found, with only two issues highlighted for the racecourse to address. Neither of these presented an evident risk to public safety, and the racecourse acted immediately to consider if any remedial action was necessary. The first recommendation was for the racecourse to make changes to the documentation of their legionella records. Secondly, further reassurance was requested regarding the continued structural integrity of a component of the grandstand. The racecourse management responded positively to this request and commissioned an invasive inspection of the components concerned to determine if any work was required.
18. As previously reported to the committee, the former Eastwood Town Football Club has recently left the Coronation Park football ground in Eastwood, and the General Safety Certificate for the ground is no longer in place. Broxtowe Borough Council are currently seeking a new operator to take over and run the ground, recognising that a good deal of work will be required by a new club to satisfy the physical and safety management requirements to enable spectators to be admitted in to the regulated stands.
19. With regard to Hucknall Town Football Club, the scheduled pre-season safety inspection of the club's main stand was not required this year, as the club advised that the stand was to be dismantled and removed. The completion of this work will be confirmed through a visit to the ground before the start of the new season. There will then no longer be a stand at the ground that comes under the definition of a 'regulated stand' and a General Safety certificate will no longer be required.

### **Registration and Celebratory Services**

#### Update of Registration Records Project and proposal for a new Copy Certificates service

20. The registration service is in the process of amalgamating the historic registration records from five previous main district offices (Bulwell, Retford, Mansfield, Newark and West Bridgford) into a central repository based with Nottinghamshire's Archives. Completion of this process awaits construction of an extension to the current Archives building and is now expected to be concluded in spring 2016. Once established, the new repository will contain several thousand registers and will be the hub for the production of all birth,

marriage and death certificates requested by the public. Access to service can be in person at the repository, by telephone, by post or by application online. Customers will also be able to order certificates at their local main registration office.

21. Until the Archive extension is completed, Basford Registration Office in Bulwell is providing the temporary home of all records from the previous registration districts of Basford, Newark and Rushcliffe. The records for Mansfield and Bassetlaw are still housed at the Mansfield and Retford offices respectively. In the period prior to the move to the County Archives, the service is in the process of electronically scanning the current manual indexes in order to reduce the requirement for storage space at the Archives.
22. Current development plans include relocation of records from Retford to Bulwell, to make best use of available space at Bulwell, and release staff time at Retford for their principal role. Also, in the near future, it is intended to introduce online application and payments system for copies of certificates, which is expected to account for a large proportion of future applications.

#### Conversion of Civil Partnership to Marriages

23. During June 2014, the Government Minister for Equalities announced that from 10<sup>th</sup> December this year couples in England and Wales who have entered into a Civil Partnership over the past decade will be free to convert this into a marriage. The process of conversion will involve an appointment at a Register Office to sign a declaration in front of the Superintendent Registrar, confirming that they both wish to convert their Civil Partnership to a marriage.
24. The actual conversion process will involve just the couple themselves, and does not include a ceremony. The couple must make an appointment with our Superintendent Registrar, or a deputy, at our Register Office in Worksop, bringing with them appropriate identification documents, their Civil Partnership certificate, and the appropriate fee (which is yet to be confirmed by the government). There is no notice period, and the process is completed with a conversion form on the RON (Registration On-Line) system.
25. In Nottinghamshire, couples who wish to do so will also be able to book a celebratory ceremony at which their families and friends will be able to join them in confirming their commitment to one another.

#### Conferences at the Gilstrap

26. Registration service managers are keen to make best use of the facilities available at registration offices, particularly in respect of the larger ceremony rooms. One avenue is to offer these as meeting rooms and for small conferences. Currently, one external event has been completed for a three day event for 12 people, at Newark Registration Office. The service provides access to facilities including furniture, equipment and refreshments, and income from this will contribute to the income targets of the service. Future bookings include meetings for senior County Council management team events.

#### Update on Registration Accommodation

27. There are currently two registration office moves in progress, each seeking to improve the facilities offered to the communities they serve.
28. In Eastwood, the service for birth and death registrations is currently offered from a small room off the entrance foyer to Eastwood Health Clinic. This is a NHS building that is expected to be replaced in the near future due to its age, condition and likely cost of repair. It was proposed that services would be accommodated in modular buildings in the current car park for a period of two to three years whilst a new building is built on the existing site. However, an opportunity has arisen to avoid the disruption involved with remaining at the current site by making a permanent move to an office within the nearby D H Lawrence Heritage Centre. This has the advantage of being a particularly dignified environment for the nature of the registration services, and is already a licenced venue for civil marriages. Accordingly, the proposed relocation is being progressed by Property colleagues and the Finance and Property Committee.
29. The second relocation is of the service in Hucknall, where the current office is provided from the 'Under One Roof' facility. Approval was gained from Property and Finance Committee on 16<sup>th</sup> December 2013 to move the office to Ashfield District Council offices on Watnall Road, Hucknall, which is a more suitable premise for service to the public.

#### Online appointments system

30. As part of the NCC channel shift programme, customers are now able to book their own appointments for birth and death registrations using the County Council's website. The customer simply clicks on the link and is taken through a series of screens to complete the booking process. There is the option to receive an email confirmation of their appointment details including what they need to bring with them and the office location and appointment time.

#### **Other Options Considered**

31. Not applicable to this report.

#### **Reasons for Recommendation/s**

32. To update the Committee on this area of work contained within its remit.

#### **Statutory and Policy Implications**

33. This report has been compiled after consideration of implications in respect of finance, public sector equality duty, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described in the report.

#### **Financial Implications**

34. The introduction of a copy certificate service for people whose certificates are held elsewhere will contribute to the income generation targets of the service.

## **RECOMMENDATION/S**

- 1) It is recommended that the Community Safety Committee notes the content of the report.

**PAUL MCKAY**

**Service Director, Promoting Independence and Public Protection**

**For any enquiries about this report please contact:**

Robert Fisher

Group Manager, Emergency Management and Registration

Tel: 0115 977 3681, Email: robert.fisher@nottsc.gov.uk

### **Constitutional Comments**

35. Constitutional Comments are not required as the report is for noting only.

### **Financial Comments**

36. There are no financial implications arising from this report.

### **Background Papers**

Internal Audit Report on Emergency Planning, 2014.

### **Electoral Division(s) and Member(s) Affected**

All.

CS73



**22 July 2014****Agenda Item: 6****REPORT OF THE SERVICE DIRECTOR FOR ACCESS AND PUBLIC  
PROTECTION****UPDATE ON KEY TRADING STANDARDS MATTERS****Purpose of the Report**

1. The purpose of this report is to update the Committee on key Trading Standards matters.

**Information and Advice**

2. **New Drugs:** Officers have now seized products from two high street retailers in the County – investigations are ongoing. The substances, inappropriately known as ‘legal highs’, are often branded and labelled in packaging which can lead both businesses and customers into believing they are safe and legal to sell and to consume. There are national reports on the potential negative impact such substances have, including addiction, anti-social behaviour, violence, burglary and even death.
3. Following on from national coverage of this issue on the BBC’s Crimewatch and One Show programmes, the service has worked with local television, radio and press to warn Nottinghamshire residents of the potential dangers of these products, which pose a serious risk to public health and safety. The Office for National Statistics reported that deaths associated with these new drugs (also known as new psychoactive substances) had increased to 52 in 2012 from 29 in 2011.
4. In June 2014, an officer attended a national conference bringing together delegates from a range of disciplines (including police and health colleagues) to discuss and share insights on various approaches being adopted to tackle the issues raised by these substances. Locally the service is liaising with Public Health colleagues and other agencies about a collaborative approach to this substance misuse issue.
5. The conference highlighted that the use of such substances are on the increase, but substance misuse workers are currently finding that abuse of alcohol and cannabis are still the current predominant issues. Health colleagues reported that they are concerned regarding the potential of the substances for causing psychosis (temporary schizophrenia), that synthetic cannabinoids can lead to dependency, and also that nobody can be sure about the long-term effects. The event highlighted the need for education and awareness, but warned that extreme messages could lead to the substances becoming more, not less, popular.



6. The Government is currently conducting a review into new psychoactive substances with a view to enhancing the legislative framework to ensure agencies have more effective powers to deal with this growing complex issue. The report of the review's findings is expected in July 2014.
7. **Safeguarding the vulnerable:** The service continues to prioritise work in safeguarding vulnerable residents. Recent examples include:
  - An 82 year old Nottinghamshire resident paid £299 for a Green Deal boiler assessment. The assessment wasn't forthcoming and she was unable to get the company to agree to either a date for the assessment, or a refund. Following our intervention in the dispute, the trader (known to other Trading Standards Services) repaid £385 to the lady, representing the £299 initially paid, £35 for out of pocket expenses and a small sum for her inconvenience.
  - Officers negotiated a 50% reduction (£4000) on a loan for a mis-sold central heating system. Various breaches of the Consumer Credit Act by the salesman were highlighted to the finance provider, who made the reduction offer when it was pointed out its joint and several liabilities for the salesman's actions. The service continues to argue for additional compensation for the single mum of three via an appeal to the financial ombudsman - the loan was causing huge stress and anxiety to the lady, who was living in a refuge after being forced from her home with children.
  - An elderly lady, who struggles to communicate following a stroke, received a refund for £180 of warranty payments mis-sold by a major manufacturer, plus a replacement washer/dryer. Officers pointed out that the seller was in breach of contract and should not have pressured her to buy a warranty, when her machine suffered a burnt-out part. The replacement machine meant piece of mind for the consumer who was worried that the machine might break down again.
8. **Tackling Illicit Tobacco:** As Members will recall, the service received £91,000 of funding as part of the recent Public Health realignment exercise, to reduce smoking prevalence by tackling the supply of illicit tobacco.
9. Using intelligence gathered from a number of sources, several retail and private addresses have recently been inspected to identify and remove concealments of illicit tobacco. At the end of the first quarter of work, more than 100,000 cigarettes and 40KG of hand rolling tobacco with an estimated retail value of £55,000 have been taken out of supply. The items seized are believed to be a mixture of counterfeit products and products that do not meet UK labelling standards. Trading Standards Officers have also seized £14,000 of cash in evidence, which may subsequently be found in legal proceedings to be the proceeds of crime.
10. Following these seizures, two reviews of alcohol licenses are likely to be initiated by the Council, and an objection lodged to a change of designated premises supervisor on a further licence. Nine separate investigations are now underway with prosecutions potentially being taken against 18 individuals.



11. **New Nottinghamshire businesses take up Primary Authority partnership:** The service is in the process of registering a new batch of Primary Authority Partners. This is great news for both parties; for the local businesses coming onto the scheme the service can now provide them with high quality, legally assured business advice. For the authority, as this advice is also chargeable, it also provides a valuable source of revenue to support the work of the service.
12. **Safety of Petroleum Storage:** Two new proposed filling stations have been keeping our petroleum officer busy. At Priestic Road, Sutton in Ashfield, Asda is knocking down and rebuilding its existing petrol station, planned to commence in August 2014. As the petroleum licensing authority, the service will receive plans and drawings of the proposed new site, which need 'approval' before works can commence. The authority can make changes / alterations that the service feels is needed to ensure the new development meets current safety legislation and guidance.
13. At Harworth, a brand new Asda petrol station is proposed for construction later this year. Unusually, this site will be 'unmanned'. As such, the site will require additional licensing conditions to ensure the safe storage and dispensing of fuel by the public.
14. **Joint Road Traffic Exercise:** A recent multi-agency exercise took place in which Trading Standards staff joined forces with the Police, Department of Work & Pensions (DWP), Environment Agency (EA), and Driver & Vehicle Standards Agency (Formerly Vehicle & Operator Services Agency). The aim was to tackle traders who were operating illegally.
15. A total of 18 vehicles were stopped. Out of these one vehicle had its load seized, 5 prohibitions were issued, 3 vehicles were seized and 2 fixed penalty notices were issued for overweight vehicles. Investigations are still being carried out by DWP with regard to someone possibly claiming allowances and the Environment Agency into a person who was carrying a large amount of oil.
16. **Food Premise Inspections In Leicestershire:** The service has recently been approached to carry out inspections on behalf of Leicestershire County Council Trading Standards at 75 food premises. This has come about following the work the authority carried out in Leicestershire last year. This will help to generate some income for the authority.
17. **Regional "Scambusters" Team** – The National Trading Standards Board (NTSB) recently published its annual report for 2013-14, which highlighted the activity of the 8 Regional Scambusters Teams. The County Council hosts one of these teams on behalf of the eight Trading Standards services in the East Midlands.
18. The report drew many conclusions including:
  - the teams dealt with rogue trading activity with a benefit totalling £15.6m
  - consumer detriment avoided through Scambuster Team's intervention was estimated to be £9m
  - 51 defendants were convicted
  - The total of custodial sentences imposed was 78 years 10 months
  - £75,000 was awarded to victims in compensation.

19. Frauds investigated by the teams included employment advertising scams, home repairs, motor vehicles and mobility aids. There were two notable cases highlighted linked to Nottinghamshire.
20. In January 2014, William King of Newark was convicted at York Crown Court and sentenced to 6 years imprisonment for defrauding park home residents in Devon, Cornwall, Surrey and Kent. King's elderly and vulnerable victims had paid out £42,000 for poor quality, unnecessary, and on some occasions, no repair works to their homes.
21. Carl Mould, a Nottinghamshire mobility seller was sentenced by Nottingham Crown Court to 5 years imprisonment for his part in a mobility scam which targeted elderly vulnerable people, many of whom suffered long term illnesses. The total consumer detriment in this case was estimated to be £370,000.
22. The Nottinghamshire based team are currently involved in a number of investigations which include the targeting of elderly and vulnerable consumers and small businesses. The estimated criminal benefit in these cases is believed to be millions of pounds.
23. **Legal Action Update:** In a case involving the alleged mis-selling of financial products sold as trusts, the plea and case management hearing has been moved back until the 15th August. Eight defendants are charged with offences under the Fraud Act 2006, for the mis-selling of the so-called trusts which are marketed to claim they prevent assets being used for care home fees. The victims in the case are mainly older and vulnerable adults. A six week trial is due to commence on the 10 November. Seven defendants have pleaded not guilty to the charges, and the eighth has not yet entered a plea.
24. On the 30 June 2014, James Grozier was due to appear in the Nottingham Magistrates court facing charges of fraud. The authority will allege that Grozier took deposits for work and then failed to carry out the work. Grozier failed to attend court, and a warrant for his arrest was issued.
25. On the 16 July 2014, Craig Boddy of Bowbridge Car Sales, Newark is due to appear in Nottingham Magistrates court charged with selling an un-roadworthy car, failure to carry out pre-sale checks, and failing to respond to a consumer complaint. The matter has been adjourned on two previous occasions.
26. On the 16 July 2014, Simey Doherty is due to appear in the Nottingham Magistrates court, to face charges under the Consumer Protection from Unfair Trading Regulations 2008. The authority will allege that Mr Doherty carried out substandard work, failed to rectify faults, and has been verbally aggressive towards consumers.
27. On the 24th July, four defendants linked to two retail premises in Ashfield are due to appear in the Mansfield magistrates' court to face charges relating to the alleged sale of illicit tobacco.
28. A trial is now listed for the 29 September 2014 for three individuals the service will allege are involved in the sale of counterfeit DVDs brought into the county from China. The service is also looking at potential money laundering offences.

## **Other Options Considered**

29. None - this report is only for information.

## **Reason/s for Recommendation/s**

30. To update Members on the recent developments in this area of the Committee's remit.

## **Statutory and Policy Implications**

This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (Public Health only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## **Safeguarding of Children and Vulnerable Adults Implications**

The issues raised are to ensure that vulnerable adults are safeguarded.

## **RECOMMENDATION/S**

1) It is recommended that the Community Safety Committee notes the updates from the previous meeting and the various developments in the areas of work contained in the report.

**PAUL MCKAY**

**Service Director, Access and Public Protection**

## **For any enquiries about this report please contact:**

Mark Walker

Group Manager, Trading Standards and Community Safety

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## **Constitutional Comments**

As the report is just for noting, no Constitutional Comments are required.

## **Financial Comments**

As the report is just for noting, no Financial Comments are required.

## **Background Papers and Published Documents**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- 'None'.

## **Electoral Division(s) and Member(s) Affected**

- 'All'.

CS75

**22 July 2014****Agenda Item: 7****REPORT OF THE SERVICE DIRECTOR FOR ACCESS AND PUBLIC  
PROTECTION****COMMUNITY SAFETY UPDATE****Purpose of the Report**

1. To update the Committee on key Community Safety matters.

**Safer Nottinghamshire Board (SNB) Quarter 4 Performance**

2. The Safer Nottinghamshire Board Quarter 4 performance report summarises performance by Community Safety Partnerships (CSPs) for the year 2014/15. The following extracts taken from this report highlight progress against targets (*Source SNB – Qtr4 Performance report*).
3. The Partnership Plus Areas (PPAs) highlighted within the SNB Strategic Assessment 2013/14 provided the focus to reduce all crime by 18%, which is a 10% stretch on the all crime reduction target. In order to achieve the 8% county reduction target, it was highlighted a further 10% stretch was needed in bringing crime down in aforementioned areas.
4. Areas of improvement:
  - Vehicle crime continues to be the best performing crime group, following a reduction of 21.9%.
  - Drug offences have reduced overall in the County by 0.3% (5 offences) and the CSP Area which shows the greatest reductions is Bassetlaw, Newark and Sherwood (BNS). However, this could also be due to a switch from purchasing classified drugs, to an increasing trend in New Drugs (commonly known as ‘Legal Highs’).
  - Common assault is the only reduction noteworthy in this 12 month monitoring period (April 2013 – March 2014). Ashfield/Mansfield show a cumulative reduction of 29.2% (374 fewer offences), BNS have seen a decrease in common assault of 25.4% (222 fewer offences). South Notts shows a decrease of 16.6% (155 fewer offences). Overall, the County has reduced

this crime type by 24.3% (751 fewer offences).

- Nuisance anti-social behaviour (ASB) has achieved the target for 2012/13 and shows a downward trend in all CSPs. Targets for secondary fires have been achieved in Ashfield, Broxtowe, Gedling, Newark and Rushcliffe in terms of district performance. The only areas of concern are Bassetlaw and Mansfield, in terms of their performance against target.
- Hate crime incident reporting targets have been achieved, for this financial year. The County levels show a vast improvement, compared to target (levels have risen by 6.7% from 2012/13). Inferences can be made that the positive work done in partnership is starting to have an encouraging impact on levels of incident reports.
- Furthermore, the all crime reduction target (i.e. 18% reduction) is also being achieved CSP-wide and countywide. The reasons for this are due to the positive reductions made with reducing repeat victimisation, in the problematic localities.
- Domestic and sexual abuse (DSA) incident reporting to Nottinghamshire Police has risen, with regards to overall incident reports. This is a clear indication that the continued focus on increasing the levels of incident reports appears to be having an impact countywide.
- Bassetlaw, Broxtowe and Rushcliffe show declining proportions of repeat victimisation (between Qtr1 12 month rolling to Qtr4 12 month rolling).
- Ashfield has achieved their recorded crime target reduction. Mainly this is due to a general reduction in violence against the person within the Ashfield South beat area and Ashfield in total.
- However Ashfield is seeing a downward trend in domestic violence (DV) crimes (6% reduction comparing 2012/13 to 2013/14). This is an excellent achievement, as Ashfield and Mansfield were both set a 4% reduction target on the 2012/13 baseline figures. Ashfield's positive performance can be further linked to the reduction of 97 common assault offences and the total DV crime reduction, in this area, of 7.1% (down by 46 offences).

### **Local Alcohol Action Area (LAAA)**

5. The local alcohol action areas (LAAA) project has been set up to tackle the harmful effects of irresponsible drinking, particularly alcohol-related crime and disorder, and health harms.

6. Twenty areas across England and Wales have been established as local alcohol action areas. These are areas in which local agencies, including licensing authorities, health bodies and the police will come together with businesses and other organisations to address problems being caused by alcohol in their area.
7. Local Alcohol Action Area is a 12 – 15 month project and brings no additional funding.
8. The aims of the LAAA are to help areas suffering from social problems related to drinking by developing projects to:
  - tackle alcohol-related crime and disorder
  - reduce alcohol related health harms
  - promote growth by establishing diverse and vibrant night-time economies.
9. The 20 areas selected will receive support from the Home Office, The Department of Health and Public Health England (PHE) as well as mentor support from 'mentor areas' where similar alcohol-related issues have been tackled.
10. Nottinghamshire is one of 20 LAAA in the country and work so far has consisted of:
  - production of a problem profile highlighting the priority areas for action as Mansfield, Sutton-in-Ashfield, Worksop and Newark
  - work on improved data sharing especially with A&E
  - identifying links into the Police and Crime Commissioner's Alcohol Strategy
  - work to introduce the "Best Bar None" scheme (part funded from the Community Safety Budget) in Mansfield, adding to this agenda.
11. Progress will be tracked via the Substance Misuse Strategy Group, with update reports taken to the Safer Nottinghamshire Board (SNB).

### **Car Cruising: Netherfield and Colwick and Junction 27 of M1**

12. The current injunction preventing car cruising at the Victoria Retail Park Netherfield runs out in December 2014. Although there has been a slight re-emergence of the problem, the menu of actions successfully deployed two years ago will be used again.
13. Work is progressing in getting procedures in place to refresh the injunction in December 2014 ensuring a joined up approach with other areas of the county at risk of car cruising – notably the area around Junction 27 of the M1 motorway.

14. Time scales and evidence is currently being reviewed for applying for a County Court injunction with a view to extending the Netherfield injunction in terms of the period of its validity and the geographical area to include the Junction 27 area.

### **Notts Police Cadet Training**

15. Plans are in place to deliver training to Nottinghamshire Police Cadets relating to key community safety messages. The training will include awareness raising around doorstep crime and scams, and training the trainer input from Crime Stoppers on the “Fearless” resources and campaign. The training will enhance the skills and knowledge of the cadets to support any future community safety initiatives which might be happening across the county. The outcomes of this event will be reported back to this committee.

### **Domestic Violence Campaign around World Cup Activity**

16. A county-wide campaign being led by Nottinghamshire police was launched at the start of the World Cup with posters distributed across the county together with a comprehensive social media programme.
17. Posters have been adapted for use on plasma screens in public areas with an integrated social media campaign planned by Nottinghamshire police, with messages being re-tweeted, liked and shared on Facebook by partner organisations.
18. A Facebook advert will run for the duration of the World Cup, using the Domestic Violence poster visual, and will link through to the Alliance Against Violence Facebook page in monitoring how effective the advert is.
19. This campaign is not saying football causes domestic abuse, but acknowledges that the World Cup intensifies triggers for domestic abuse, such as increased alcohol consumption and high levels of emotion.

### **Dangerous Dogs Act 1991**

20. Amendments to the Dangerous Dogs Act 1991 came into effect in England and Wales on 13th May 2014. This law applies to all dog owners no matter what size or breed.
21. In summary Section 3 of the Act applies to every single dog owner in England and Under this section, it is a criminal offence for the person in charge of the dog to allow it to be ‘dangerously out of control’ in a public place. *NB: A dog doesn't have to bite to be deemed dangerous in the eyes of the law* further information can be accessed via: <https://www.gov.uk/control-dog-public/overview>.



## **Business Crime**

22. In February 2014 The Association of Chief Police of Police Officers (ACPO), together with the National Business Crime Forum (NBCF) formally agreed a definition of business crime that will allow the impact of business crime to be accurately measured.
23. In moving this agenda forward, work has commenced with the County Retail Crime group who met on the 25 June 2014 and discussed the outcomes of the Retail Crime Event held on the 16 June 2014.
24. The County Retail Crime Group agreed to work with partners to develop a County Retail Action Plan to provide support and improve understanding of retail issues and crimes against business.

## **Reason/s for Recommendation/s**

25. This report is a regular update to the Community Safety Committee to keep them abreast of developments in our community safety work.

## **Statutory and Policy Implications**

This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (Public Health only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## **RECOMMENDATION**

- 1) It is recommended that the Community Safety Committee notes the various developments in the areas of work contained within this report.

**PAUL MCKAY**

**Service Director, Access & Public Protection**

**For any enquiries about this report please contact:**

Sarah Houlton

Team Manager

Trading Standards & Community Safety x 72460

or

Yvette Armstrong

Community Safety Officer

Trading Standards & Community Safety x 73058

## **Constitutional Comments**

As this report is for noting no Constitutional Comments are required.

**Financial Comments**

There are no financial implications attached with this report.

**Background Papers**

None.

**Electoral Division(s) and Member(s) Affected**

All.

22 July 2014

Agenda Item: 8

## **REPORT OF THE SERVICE DIRECTOR FOR ACCESS AND PUBLIC PROTECTION**

### **COMMUNITY SAFETY BUDGET UPDATE – REQUEST FOR FUNDING**

#### **Purpose of the Report**

1. To seek approval for committing funds from the Community Safety Budget for 2014/2015 to support a Domestic Homicide Review (DHR) (up to £5,000) and a multi-agency fly-grazing intervention (up to £1,500).

#### **Information and Advice**

##### **Community Safety Budget**

2. Each year, a proportion of the Community Safety Budget is allocated to initiatives across the County that are designed to reduce crime, disorder and anti-social behaviour, reduce the fear of crime, and increase levels of community safety within our communities. Initiatives are targeted at vulnerable communities, and are designed to tackle the issues that are causing the most harm to communities and individuals.
3. Funding proposals approved to date from the “initiatives” element of the Community Safety Budget for 2014-15 are summarised in the following table:

<b>Total Community Safety “Initiatives” budget for 2014/15:</b>	<b>£262,379*</b>
<b>Total committed so far:</b>	
Contribution to the work of the Safer Nottinghamshire Board (SNB)	£140,000
Victims Support’s Young Witness Service	£7,500
Vehicle Nuisance at Junction 27 – Preparing for injunctive action	£3,500
Gating Orders contingency	£2,000
“In our Hands” (Holocaust education)	£15,000
“I Pledge to Keep on Track” (Youth Crime Prevention Programme)	£25,000
Contribution to Crime-stoppers Cannabis Awareness campaign	£2,000
Rural Crime project	£3,300
Equalities Work (expansion of Show Racism the Red Card etc)	£6,000
<b>Remaining balance for other initiatives</b>	<b>£58,079</b>

## **Domestic Homicide Review, Mansfield (Up to £5,000)**

4. Domestic Homicide Reviews (DHRs) are a relatively new process required by law since April 2011. Eleven DHRs have been started in Nottinghamshire since April 2011, involving a range of Safer Nottinghamshire Board (SNB) partner agencies. It is the responsibility of the appropriate Community Safety Partnership chair to lead on the co-ordination and administration of the DHR process. Recommendations agreed by Safer Nottinghamshire Board on June 15 2012 about the DHR process included: *“That Independent Chairs and Independent Authors be appointed for each DHR to mirror best practice in relation to Serious Case Reviews and that all Responsible Authorities of the Community Safety Partnerships agree to share the cost of funding an Independent Chair and Author as each DHR arises.”*
5. As the County Council's contribution, in July 2012 the Community Safety Committee approved £10,000 from the Community Safety Budget 2012-13 as contingency funding to support DHRs required during the financial year 2012-13. In the financial year 2013-14 a further £10,000 was committed from the Community Safety budget to support DHRs.
6. A request has been received from the Mansfield & Ashfield Community Safety Partnership for the County Council to support the cost of a DHR currently in process.

## **Fly Grazing (Up to £1,500)**

7. Fly grazing is the activity of leaving animals (generally horses) to graze on private or public land without the owners' permission. The practice can prove to be a risk to public safety in certain cases when animals are tethered close to major busy roads. Officers are involved in a multi-agency response to tackle such a fly-grazing problem in Bassetlaw. The cost of dealing with the problem is estimated to be £2,000 to £3,000. This report proposes that a contribution of up to £1,500 be made from the Community Safety initiatives budget to underwrite half the costs of dealing with the problem.

## **Other Options Considered**

8. Match funding will be provided from the Mansfield & Ashfield Community Safety Partnership reserves for the DHR and Nottinghamshire County Council Estates Management budget for the fly grazing issue.

## **Reason/s for Recommendation/s**

9. There have been recognisable benefits from previous DHRs that have had a positive impact on victims in the future. There is a potential risk to public safety from not tackling the fly grazing issue in Bassetlaw.

## **Statutory and Policy Implications**

This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (Public Health only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working and where such implications are

material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## **RECOMMENDATION/S**

- 1) It is recommended that Members approve the following proposed contributions from the initiatives element of the Community Safety Budget for 2014/2015:
  - i) up to £5,000 to support this Domestic Homicide Review
  - ii) up to £1,500 to support the multi-agency fly grazing intervention.

## **PAUL MCKAY**

**Service Director Access and Public Protection**

**For any enquiries about this report please contact:**

Sarah Houlton  
Community Safety Manager, x 72460

## **Constitutional Comments (KK 09/07/14)**

The proposals in this report are within the remit of the Community Safety Committee.

## **Financial Comments (SEM 02/07/14)**

The financial implications are set out in the report.

## **Background Papers**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

## **Electoral Division(s) and Member(s) Affected**

All.



**Agenda Item: 9****REPORT OF THE SERVICE DIRECTOR FOR ACCESS AND PUBLIC  
PROTECTION****AN OPERATING FRAMEWORK FOR WORKING WITH COMMUNITIES****Purpose of the Report**

1. To update members of the Community Safety Committee on the Community and Voluntary Sector Team's revised approach to community working set out in the attached Operating Framework for Working with Communities.

**Information and Advice**

2. At its meeting on 2 July 2014, Policy Committee approved the attached Operating Framework for Working with Communities and agreed that future reports on the implementation of the framework will be brought to the Community Safety Committee for consideration and approval.
3. As part of its budget approvals for 2014 – 15, the Council restructured the team responsible for working with the community and voluntary sector. The team is now made up of 4 Community Officers each with a focus on a priority area, such as social enterprise development, a Grant Aid Officer, Business Support and the Team Manager.
4. As part of this refocusing, the future work priorities of the team were identified as working in partnership with the voluntary and community sector to improve preventative and core services that strengthen the local community; to streamline the corporate grant aid process and to promote localism by working with communities to increase community involvement in the way services are shaped and delivered.
5. The Council is committed to building on its reputation of working in partnership with the community and voluntary sector to help build local capacity. The ambition is to drive a series of local programmes with communities to deliver services in a different way which will support their transformation.
6. A key strategic priority for the Council is to ensure Nottinghamshire has strong communities that are safe and thriving. The reality of the challenges faced means that the council of the future will be different in the way it is shaped, organised and how services are delivered. The Council is committed to moving with the times and working in partnership with local communities, voluntary groups and volunteers to provide services.

7. The Operating Framework for Working with Communities sets out how the Council intends to transform the way it engages with communities. This framework illustrates a way to develop and strengthen engagement with communities, moving towards a changed landscape of local services with new and innovative models being implemented. The framework will focus on:
- Working with communities to move towards more cooperative models of service delivery, promoting community ownership by, for example, supporting the development of social enterprises and supporting community groups to develop sustainable models for future working like The Tin Hat Centre in Selston, Pleasley Landmark in Mansfield, The Centre for Sports and Learning in Manton and The Crossing in Worksop.
  - Having a consistent approach to partnership working – an agreed set of shared standards for working with communities ensuring for example that the community and voluntary sector are engaged at all levels with the priorities for community safety.
  - Ensuring co-ordinated and targeted engagement – rationalising the community engagement undertaken, reducing duplication and maximising efficiencies, this will empower communities for example by establishing a WW1 Community Commemoration Fund.
  - Developing alternative service models – encouraging creativity and innovation in how services are delivered, focusing on outcomes and supporting the community and voluntary sector to move towards greater sustainability rather than being reliant on grant aid.
  - Better services – listening and responding to the local community, meaning that services meet their needs effectively and efficiently – this will be underpinned by the approach to community safety and cohesion.

### **Development of the Working with Communities Framework**

8. The Council has several important roles to play in supporting communities to:
- build a strong sense of community, capacity and pride through collaborative partnerships
  - engage in the planning and delivery of services
  - generate and sustain their own capacity to respond to the challenges which Nottinghamshire faces.
9. Through the Community and Voluntary Sector Team, building on past activities the Council will work across the sector to engage them in the planning and delivery of services by helping to build capacity and confidence to drive improvements in quality of life, influence decisions which affect them and consider their role in the delivery of services. The appendix to this report contains the Framework.
10. Success will be measured by consistently checking against the delivery plan and reporting outcomes to Community Safety Committee / Grant Aid Sub Committee.

### **Other Options Considered**

11. None - Policy Committee has approved this approach.



## **Reason/s for Recommendation/s**

12.To enable Community Safety Committee / Grant Aid Sub Committee to develop a more detailed delivery plan for taking this Working with Communities Framework forward.

## **Statutory and Policy Implications**

13.This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (Public Health only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## **RECOMMENDATION/S**

14.To support the Working with Communities Framework as an approach to supporting local communities and to invite a more detailed report to this Committee on the implementation of the framework.

**PAUL McKAY**

**Service Director, Promoting Independence and Public Protection**

**For any enquiries about this report please contact:**

Cathy Harvey

Community and Voluntary Sector Team Manager

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## **Constitutional Comments (SLB 9/7/14)**

Community Safety Committee is the appropriate body to consider the content of this report.

## **Financial Comments (SEM 24/06/2014)**

There are no direct financial implications arising from this report.

## **Background Papers and Published Documents**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- 'None'.

## **Electoral Division(s) and Member(s) Affected**

- 'All'.

CS74



## **Operating Framework for Working with Communities 2014 - 2017**

### **Introduction**

Nottinghamshire County Council faces unprecedented challenges, and has to balance a reducing budget with increasing demands on providing high quality services for the most vulnerable citizens.

Against this backdrop, one of the Council's top strategic priorities is to ensure that Nottinghamshire has strong communities that are safe and thriving. The reality of the challenges faced means that the council of the future will be different in the way it is shaped, organised and how services are delivered. The Council is committed to moving with the times and working in partnership with local communities, voluntary groups and volunteers to provide services.

The Council is committed to building on its reputation of working in partnership with the community and voluntary sector to help build local capacity. The Council's ambition is to drive a series of local programmes with communities to deliver services in a different way.

The Council has a strong history of working with communities to support positive change. It has funded the voluntary sector through grant aid and also through commissioned services to secure the best service for the most vulnerable citizens. The Council has committed to 3 year grant aid agreements for 138 voluntary groups supporting people in the most disadvantaged communities.

This Operating Framework sets out the way in which the Council wants to build on, develop and strengthen its engagement with communities, to look at how new and innovative models of delivering services can be implemented.

This Operating Framework will be underpinned by a focus on:

- Fairness, equity and prioritising the most vulnerable
- Championing community needs and aspirations
- Engaging communities in the planning and delivery of services
- Working in partnership

## THE CORE OFFER

The Council has several important roles to play in supporting communities to:

- Build a strong sense of community, capacity and pride through collaborative partnerships
- Engage in the planning and delivery of services
- Generate and sustain their own capacity to respond to the challenges which Nottinghamshire faces

Through the Community & Voluntary Sector Team the Council will work across the community and voluntary sector to engage them in the planning and delivery of services by helping to build capacity and confidence to drive improvements in quality of life, influence decisions which affect them and take part in the delivery of services. The Council is committed to:

- Working with communities to move towards more cooperative models of service delivery, promoting community ownership by for example supporting the development of social enterprises and supporting community groups to develop sustainable models for future working like The Tin Hat in Selston, Pleasley Landmark in Mansfield, The Centre for Sport and Learning in Manton and The Crossing in Worksop
- Having a consistent approach to partnership working – an agreed set of shared standards for working with communities ensuring for example, that the community and voluntary sector are engaged at all levels with the priorities for community safety
- Ensuring co-ordinated and targeted engagement – rationalising the community engagement undertaken, ensuring that activities are not duplicated and thereby maximising efficiencies to empower communities for example establishing a WW1 Community Commemoration Fund
- Developing alternative service models – encouraging creativity and innovation in how services are delivered, focusing on outcomes and supporting the community and voluntary sector to move towards greater sustainability rather than being reliant on grant aid
- Better services – listening and responding to the local community, meaning that services meet their needs effectively and efficiently – this will be underpinned by the Council's approach to community safety and cohesion

For Nottinghamshire County Council, this means enabling communities to have a greater influence over local decision making, service provision and delivery. The Council recognises that there are a range of activities that it can undertake to help facilitate this. A single approach; is not appropriate instead appropriate engagement activity will depend on the needs of the community and the issue under consideration. With this in mind knowledge about local communities will be used to ensure that positive engagement is used in the most effective way.

# NCC Operating Framework for Working with Communities



## Working with Communities Plan

Area	Desired Outcome	Key Actions	Lead
Geographical	Effective community support	Working with groups to help them build capacity so that they can effectively influence and, or play a part in the planning and delivery of services by gaining the appropriate skills, intelligence and governance needed. This includes funding advice, organisational, financial and management skills as well as change management skills such as planning, partnership working and negotiating.	Community & Voluntary Sector Team

Area	Desired Outcome	Key Actions	Lead
<b>Geographical</b>	Funding support including grant aid. Support also includes organisational finance and fit for purpose health checks, assistance with governance arrangements, support to trustees	138 voluntary groups currently receive grant aid from the County Council totalling just under £6 million over a 3 year period – this is a lifeline for those groups – work is on-going to secure external funding which will maintain the sectors long term sustainability.	Community & Voluntary Sector Team
<b>Geographical</b>	Developing a culture which focuses on business and financial management skills which will enable the sector to market themselves better.	This will support communities and groups to consider bidding for commissioned services.	Community & Voluntary Sector Team
<b>Geographical</b>	Partnership working	Acting as link with partners through identified partnership boards and involvement groups such as in targeted pathfinder areas such as Partnership Plus.	Community & Voluntary Sector Team

Area	Desired Outcome	Key Actions	Lead
<b>Elected Member Support</b>	Enhanced support to elected members in performing their community leadership roles	<p>Support to local community and voluntary groups</p> <p>Supporting events,</p> <p>Assistance with group development,</p> <p>Advice on funding,</p> <p>Governance support.</p> <p>Being a point of contact for elected members to share local intelligence and knowledge, providing support to pursue community issues</p> <p>Supporting elected members in developing and strengthening the council's reputation by providing the resource to involve and consult with communities on the planning and delivery of services – focusing on working with communities to find local solutions.</p>	Community & Voluntary Sector Team



Area	Desired Outcome	Key Actions	Lead
<b>Focussed Specialist Development</b>	<p>The transformation agenda driven through the Redefining Your Council Framework will require a need to use a diverse range of delivery models and partnerships to deliver services.</p>	<p>Supporting communities and the voluntary sector to be prepared for delivering services will be underpinned by Social Enterprise/Co-op Development – working with willing voluntary and community groups, the team will support them to develop as Social Enterprises/co-operatives so that they can trade to make money, trading is an increasingly important source of income for many voluntary and community groups. VCS groups are in a unique position to offer paid services tailored to communities needs as they have a close relationship and a clear understanding of their interests and problems. Funding advice.</p>	<p>Community &amp; Voluntary Sector Team</p>

Area	Desired Outcome	Key Actions	Lead
<b>Focussed Specialist Development</b>		Commissioned services – focusing on outcomes and Social Value Impact – supporting the VCS to be market ready – developing third sector markets, co-production of preventative services, community safety initiatives and building resilience in communities.	Community & Voluntary Sector Team

Nottinghamshire County Council is proud of the strong relationships which have developed with the voluntary and community sector but recognise that the financial challenges facing the public sector as a whole requires a different approach to what is effectively a changing market of service provision. The Council is committed to working with the sector to support community involvement, engagement and commissioning but also recognises that the sector faces significant challenges in balancing existing user expectations, climate and operational constraints.

The reality is that the significant challenges faced require a step change in joint working. There is however a strong synergy for working together with the VCS taking a leading role in service provision.

**22 July 2014****Agenda Item: 10****REPORT OF CORPORATE DIRECTOR, POLICY, PLANNING AND  
CORPORATE SERVICES****WORK PROGRAMME****Purpose of the Report**

1. To consider the Committee's proposed work programme for 2014/15.

**Information and Advice**

2. The County Council requires each committee to maintain a work programme. The work programme will assist the management of the committee's agenda, the scheduling of the committee's business and forward planning. The work programme will be updated and reviewed at each pre-agenda meeting and committee meeting. Any member of the committee is able to suggest items for possible inclusion.
3. The attached work programme has been drafted in consultation with the Chairman and Vice-Chairman, and includes items which can be anticipated at the present time. Other items will be added to the programme as they are identified.

**Other Options Considered**

4. None.

**Reason/s for Recommendation/s**

5. To assist the committee in preparing its work programme.

**Statutory and Policy Implications**

6. This report has been compiled after consideration of implications in respect of finance, public sector equality duty, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

**RECOMMENDATION/S**

- 1) That the committee's work programme be noted, and consideration be given to any changes which the Committee wishes to make.

**Jayne Francis-Ward**  
**Corporate Director, Policy, Planning and Corporate Services**

**For any enquiries about this report please contact:**

Keith Ford, Team Manager - Democratic Services

E-mail: [keith.ford@nottsc.gov.uk](mailto:keith.ford@nottsc.gov.uk)

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### **Constitutional Comments (SLB)**

7. The Committee has authority to consider the matters set out in this report by virtue of its terms of reference.

### **Financial Comments (PS)**

8. There are no financial implications arising directly from this report.

### **Background Papers**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

### **Electoral Division(s) and Member(s) Affected**

All.

## **COMMUNITY SAFETY COMMITTEE - WORK PROGRAMME**

<b><u>Report Title</u></b>	<b><u>Brief summary of agenda item</u></b>	<b><u>Lead Officer</u></b>	<b><u>Report Author</u></b>
<b>30 September 2014</b>			
Sexual Abuse Review and Nottinghamshire Strategic Needs Assessment on Sexual Abuse	Update report for information.	Chris Kenny	Rachel Adams
Encompass Nottinghamshire	Update on new approach to inform schools of domestic violence that has occurred at pupils' homes.	Paul McKay	Carol Pattinson / Amy Newbery
Road Traffic Accidents update	Update on lessons learned from recent road traffic accidents that had resulted in people being killed or seriously injured and planned programme of activity.	Paul McKay	Sarah Houlton
Update on Regulation of Investigatory Powers Act	Quarterly update on recent surveillance activity undertaken.	Paul McKay	Mark Walker
Proposed new model for Adult Community Substance Misuse Treatment and Recovery System	Further to consideration by Committee in July 2013, update report following consultation exercise.	Paul McKay	Tony Shardlow
Update on key Trading Standards matters	Update on key issues in this service area.	Paul McKay	Mark Walker
Update on key Community Safety matters	Update on key issues in this service area.	Paul McKay	Sarah Houlton
Update on Emergency Management and Registration Services	Update report on key activities and events in Emergency Planning and Registration	Paul McKay	Rob Fisher
<b>11 November 2014</b>			
D2N2 Local Enterprise Partnership Better Business for All Programme	Update report following the Committee's decision to support the Programme in April 2014.	Paul McKay	Mark Walker

<b><u>Report Title</u></b>	<b><u>Brief summary of agenda item</u></b>	<b><u>Lead Officer</u></b>	<b><u>Report Author</u></b>
Registration Service Fees 2015-2016	Review of registration service fees for 2015-2016	Paul McKay	Rob Fisher
Update on Regulation of Investigatory Powers Act	Quarterly update on recent surveillance activity undertaken.	Paul McKay	Mark Walker
Update on key Trading Standards matters	Update on key issues in this service area.	Paul McKay	Mark Walker
Update on key Community Safety matters	Update on key issues in this service area.	Paul McKay	Sarah Houlton
Update on Emergency Management and Registration Services	Update report on key activities and events in Emergency Planning and Registration	Paul McKay	Rob Fisher
<b>6 January 2015</b>			
Update on key Trading Standards matters	Update on key issues in this service area.	Paul McKay	Mark Walker
Update on key Community Safety matters	Update on key issues in this service area.	Paul McKay	Sarah Houlton
Update on Emergency Management and Registration Services	Update report on key activities and events in Emergency Planning and Registration	Paul McKay	Rob Fisher
<b>24 February 2015</b>			
Update on key Trading Standards matters	Update on key issues in this service area.	Paul McKay	Mark Walker
Update on key Community Safety matters	Update on key issues in this service area.	Paul McKay	Sarah Houlton
Update on Emergency Management and Registration Services	Update report on key activities and events in Emergency Planning and Registration	Paul McKay	Rob Fisher
Update on Regulation of Investigatory Powers Act	Quarterly update on recent surveillance activity undertaken.	Paul McKay	Mark Walker

<b><u>Report Title</u></b>	<b><u>Brief summary of agenda item</u></b>	<b><u>Lead Officer</u></b>	<b><u>Report Author</u></b>
Review of Fees and Charges to Businesses and other Trading Standards Authorities for 2015/16	To obtain approval for the annual review of metrology fees and to review fees for other services.	Paul McKay	Mark Walker
Review of Charges made for Advice and Support provided to Businesses in 2015/16	To obtain approval for changes to the pricing structure and fees charged for advice and support provided to Nottinghamshire Businesses from 1 April 2015.	Paul McKay	Mark Walker

