

Community Safety Committee

Tuesday, 05 November 2013 at 14:00

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

AGENDA

- | | | |
|----|--|---------|
| 1 | Minutes of the last meeting held on 24 September 2013 | 3 - 8 |
| 2 | Apologies for Absence | |
| 3 | Declarations of Interests by Members and Officers:- (see note below)
(a) Disclosable Pecuniary Interests
(b) Private Interests (pecuniary and non-pecuniary) | |
| 4 | Petition on Transforming Rehabilitation | 9 - 14 |
| 5 | Developing a Preventative Approach to Reduce Crime, Disorder and Anti-Social Behaviour in Nottingham | 15 - 20 |
| 6 | Young Witness Service | 21 - 24 |
| 7 | Holocaust Centre Project - 'In Our Hands' | 25 - 28 |
| 8 | Update on Key Trading Standards Matters | 29 - 34 |
| 9 | Overview presentation on the work of Emergency Planning and Registration Services | |
| 10 | Update on Emergency Management and Registration Services | 35 - 42 |
| 11 | Emergency Planning for Severe Winter Weather | 43 - 48 |

12	Approved Premises for Civil Ceremonies	49 - 54
13	Work Programme	55 - 60

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 Martin Gately (Tel. 0115 977 2826) 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.

minutes

Meeting **COMMUNITY SAFETY COMMITTEE**

Date **Tuesday, 24 September 2013 at 10.30 am**

membership

Persons absent are marked with 'A'

COUNCILLORS

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

Chris Barnfather
John Clarke
Bruce Laughton
Keith Longdon

Sheila Place
Stuart Wallace
John Wilmott

OFFICERS IN ATTENDANCE

Rachel Adams	- Policy, Planning & Corporate Services	
Martin Done	- Policy, Planning & Corporate Services	
Rob Fisher	- Adult Social Care, Health & Public Protection	
Keith Ford	- Policy, Planning & Corporate Services	
Sarah Gyles	- Adult Social Care, Health and Public Protection	
Paul McKay	- Adult Social Care, Health and Public Protection	
Amy Newbery	- Policy, Planning & Corporate Services	Chris
Walker	- Policy, Planning & Corporate Services	
Mark Walker	- Adult Social Care, Health & Public Protection	
Michelle Welsh	- Policy, Planning & Corporate Services	

MINUTES OF THE LAST MEETING

The minutes of the last meeting held on 23 July 2013 were confirmed and signed by the Chairman.

APOLOGIES FOR ABSENCE

None.

The following changes of membership were reported to the meeting:-

Temporary Membership Change

- Councillor Sheila Place had replaced Cllr Ian Campbell (for this meeting only);

Permanent Membership Change

- Councillor Bruce Laughton had been reappointed in place of Councillor Richard Butler.

DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

Councillor Laughton declared a private interest in agenda item 10 – Sexual Violence and Abuse Update 2013, as his wife worked for Nottinghamshire Police in a post relating to this area of work, which did not preclude him from speaking or voting on that item.

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 in the work of the Emergency Planning Team and Registration and Celebratory Services.

With reference to paragraph 9 of the Committee report, Mr Fisher reported that a further public engagement event had been organised to take place in Broxtowe on 17 October 2013. A similar event would also be arranged in Hucknall, on a date to be confirmed.

In relation to paragraph 13 of the Committee report, Mr Fisher stated that the Gilstrap Centre registration services were now due to open on 1 October 2013 and the first ceremony was booked for the following day.

During discussions, Members commended the Emergency Management Team and the Fire Service in particular for their input into the summer flooding incidents. Members requested a further report to Committee on the issue of flooding, to detail the County Council's legal responsibilities and powers on this issue.

RESOLVED 2013/043

That the Emergency Management Team's response to the summer flooding and other incidents and the developments in the Registration and Celebratory Service be noted.

LESSONS ARISING FROM THE EXPLOSION IN NEWARK ON 19 MAY 2013

Rob Fisher, Group Manager, Emergency Management and Registration, introduced the report which highlighted the lessons arising from this incident and the process by which these lessons would be used to improve arrangements for responding to future emergencies.

RESOLVED 2013/044

1. That the lessons arising from this incident and the future plans contained in the Committee report be noted.
2. That a further report be submitted to a future meeting of the Committee to consider the implementation of recommendations arising from the meetings with the Nottingham and Nottinghamshire Local Resilience Forum and the Risk Safety and Emergency Management Board.

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 requested a report on the implementation of the new Lorry Watch camera scheme.

RESOLVED 2013/045

That the updates from the previous meeting and the various developments in the areas of Trading Standards work contained within the Committee report be noted.

DOORSTEP CRIME CONTROL STRATEGY

Mark Walker, Group Manager, Trading Standards, introduced the report which informed the Committee about the development and proposed delivery of this Strategy.

RESOLVED 2013/046

1. That the progress made by the Trading Standards Team in delivering the doorstep crime strategy be noted.
2. That the actions for 2013-14 to implement the Trading Standards Doorstep Crime control Strategy, as outlined in paragraphs 5-15 of the Committee report, be approved.

OVERVIEW OF COMMUNITY SAFETY

Chris Walker, Temporary Group Manager, Safer and Engaged Communities, gave a presentation outlining the background, structure, geographic/ thematic strands of work and the budget of the Council's Community Safety Team. The presentation also highlighted the Safer Nottinghamshire Board's Delivery Framework, Strategic Analytical Unit, 2012/13 and 2013/14 performance, cross-cutting areas of work and future challenges.

RESOLVED 2013/047

That the presentation be noted.

PARTNERSHIP PLUS COMMUNITY SAFETY UPDATE 2013-14

Chris Walker, Temporary Group Manager, Safer and Engaged Communities, introduced the report which detailed progress with community safety initiatives undertaken in the Bassetlaw, Newark and Sherwood, Ashfield and Mansfield and South Nottinghamshire Partnership Plus areas during April-June 2013.

RESOLVED 2013/048

That the activity being undertaken in the Partnership Plus areas be noted.

SEXUAL VIOLENCE AND ABUSE UPDATE 2013

Amy Newbery, Graduate Trainee and Rachel Adams, Community Safety Officer introduced the report and gave a presentation outlining sexual abuse data and services for the County, the key issues identified through consultation with stakeholders and the next steps in the development of a Domestic and Sexual Abuse Strategy.

During discussions, Members commended the presentation from Ms Newbery and the work undertaken so far on this issue.

RESOLVED 2013/049

That the contents of the report be noted and a further report be submitted to the January 2014 Committee meeting, with a Domestic and Sexual Abuse Strategy and recommendations for service development, to cover:

- Young people's services;
- Waiting lists and service capacity;
- Partnership working;
- Awareness raising – public and professionals;
- Trafficking and sexual exploitation.

WORK PROGRAMME

During discussions, Members requested an update to a future meeting on the budget and implications for any service changes within the Committee's area of working.

With regard to the plans for the Committee to meet less frequently, the Chairman clarified that additional meetings could be arranged if the level of business required this.

RESOLVED 2013/050

That the work programme be noted and updated as discussed.

The meeting closed at 12.40 pm.

CHAIRMAN
M_24Sept2013

5 November 2013**Agenda Item: 4****REPORT OF SERVICE DIRECTOR
POLICY, PLANNING AND CORPORATE SERVICES****PETITION ON “TRANSFORMING REHABILITATION”****Purpose of the Report**

1. To consider the Petition (245 signatures) to the County Council entitled “Save the Probation Service” (Appendix 1) and receive an update on the Transforming Rehabilitation process.

Information and Advice

2. The main changes that are at the heart of the “Transforming Rehabilitation” policy have been outlined in a previous report to Committee and can be summarised as follows:
 - resettlement prisons and through-the-gate focus
 - 21 contract package areas
 - emphasis on flexibility for re-offending providers
 - National Probation Service with local delivery units
 - No details on proportion of Payment by Results (PBR) or length of contracts
 - Procurement process to start Aug 2013.
3. Since the report that was considered by Committee in July 2013, the transformation process has progressed and it was felt appropriate to invite a senior manager from Probation to attend Committee to update Members and provide some essential background for a discussion around the petition, which was presented to Council on 26th September 2013.
4. The County Council has also been presented with a petition of 245 signatures, which is critical of the planned abolition of Probation Trusts and their replacement with a national service for those deemed to be high risk of harm to the public, together with competitive tendering for local services to low and medium risk offenders. Signatories to the petition state that:

“We reject the Government’s plan to abolish Nottinghamshire Probation Trust along with the other 34 public sector Probation Trusts replacing them with one Probation service that will only supervise those deemed to be high risk of harm to the public. It is envisaged under the current Government proposals that 70% of Probation’s work will be subject to a competitive process which excludes the

Probation Service and could lead to those convicted of serious violent and sexual offences being supervised by private companies like G4S and Serco”

5. The petition further states that the “fragmentation of the Probation Service is reckless and... could leave the public at increased risk of harm” and calls upon the elected representatives of the County Council to oppose the plan and send a message to Government that public safety should come before private profit.
6. Following the presentation, the Committee’s discussions on the petition can then be forwarded to the Safer Nottinghamshire Board for further consideration and can also be subject of a letter from the Chairman to the Ministry of Justice.

Other Options Considered

7. This report is based on the options/views contained within the petition

Reasons/s for Recommendations

8. It is crucial that the Ministry of Justice receive as many and as wide a selection of opinions to the proposed changes to the Probation Service

Statutory and Policy Implications

9. 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.

Crime and Disorder Implications

Crime and disorder implications are made clear in the body of the report.

RECOMMENDATION/S

It is recommended that:

- i) The petition is considered by the Committee
- ii) The Chairman of the Committee presents the summary of the Committee discussions to the Safer Nottinghamshire Board in December 2013 for further consideration and to seek the views of the partners represented there.
- iii) A letter based on the discussions of Committee be sent to the Ministry of Justice.

Martin Done, Service Director Communications and Marketing

For any enquiries about this report please contact: Chris Walker, Temporary Group Manager, Safer and Engaged Communities, x 72460

Constitutional Comments

10. The Community Safety Committee has delegated authority within the Constitution for community safety matters and may approve the recommendations in the report

Financial Comments (SEM 23/10/13)

11. There are no specific financial implications arising directly 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

Appendix 1

Memo



From: Karen Townrow
Policy, Planning and Corporate Services

To: Corporate Director ...

Cc: Relevant Committee Chairman

Date: 30 September 2013

COUNTY COUNCIL PETITIONS – 26/09/2013

The following petitions were presented to the Chairman and to the above meeting:

- (1) Save the Pobabation Service presented by Councillor Liz Plant (Ref:2013/038) Petition referred to Community Safety and forwarded to Corporate Director Policy, Planning & Corporate Services to be actioned

I am referring these petitions to you for consideration. Please contact me as soon as possible if you feel that there is a more appropriate Member or Officer to deal with a petition that has been sent to you.

Please find enclosed guidance on dealing with petitions under the Committee System.

Karen Townrow
Assistant Democratic Services Officer
For more information please contact me on 0115 977 3035

7

Chris Walker

SAVE THE PROBATION SERVICE

PETITION TO NOTTINGHAMSHIRE COUNTY COUNCIL

We the undersigned believe that those who are convicted by a Criminal Court should be supervised by those employed by a publicly accountable Probation Service such as Nottinghamshire Probation Trust.

We reject the Government's plan to abolish Nottinghamshire Probation Trust along with the other 34 public sector Probation Trusts replacing them with one Probation service that will only supervise those deemed to be high risk of harm to the public. It is envisaged under the current Government proposals that 70% of Probation's work will be subject to a competitive process which excludes the Probation Service and could lead to those convicted of serious violent and sexual offences being supervised by private companies like G4S and Serco.

We believe that the fragmentation of the probation Service is reckless and completely unjustified, and it could leave us, the public, at increased risk of harm.

We call upon our elected representatives at Nottinghamshire County Council to oppose this plan and, in so doing, send a clear message to the Government that public safety should come before private profit.

NAME	ADDRESS	SIGNATURE
Peter Nair	10 Salway Close, Melton Mowby	Peter Nair
Joe Fothergill	30, Mellicant - Rd - W.B.	Joe Fothergill
Martin MacGill	46 Adbolton Grove W.B.	Martin MacGill

3

5th November 2013**Agenda Item: 5****REPORT OF SERVICE DIRECTOR
POLICY, PLANNING AND CORPORATE SERVICES.****DEVELOPING A PREVENTATIVE APPROACH TO REDUCE CRIME,
DISORDER AND ANTI-SOCIAL BEHAVIOUR IN NOTTINGHAMSHIRE****Purpose of the Report**

1. The purpose of this report is to inform Members of the Committee of the development of a preventative approach to reducing crime, disorder and anti-social behaviour in Nottinghamshire and to seek approval of £50,000 from the Community Safety Budget (2013/2014) as a contribution from the County Council to this approach.

Information and Advice**Background and Current Situation**

2. Over the last three years, to March 2013, Nottinghamshire has seen a significant reduction in crime and anti-social behaviour. Nottinghamshire Police acknowledge that this reduction was due in no small part to the efforts and contributions of partner agencies, a key one of which is the County Council.
3. Community Safety Partnerships (CSPs) are well established across Nottinghamshire and operate across the areas of Mansfield/Ashfield, Bassetlaw/Newark & Sherwood, and Broxtowe/Gedling/Rushcliffe. Each of these CSPs has the same overall objective, to reduce crime, disorder and anti-social behaviour, to reduce the fear of crime, and in so doing encourage strong vibrant communities in Nottinghamshire.
4. Specifically each of the CSPs:
 - Has a wide membership of partner agencies, including, Nottinghamshire Police, District/Borough Councils, County Council, Fire & Rescue, Health, Probation and the voluntary sector
 - Receives funding from the Office of the Police and Crime Commissioner
 - Has detailed action plans to address issues in “hot-spot” areas in the County, entitled, Partnership Plus Areas. 15 Partnership Plus Areas have been identified for 2013/2014

- Undertake and co-ordinate work to tackle the crimes that are the most detrimental to the communities of Nottinghamshire. At the moment this includes the crimes of burglary, retail crime and violence.
 - Links into other major work areas that impact on the crime and disorder agenda in order to ensure maximum effect and the optimum use of resources. This includes substance misuse, domestic violence, Supporting Families and Targeted Youth Support.
5. Despite the efforts of Nottinghamshire Police, individual partner agencies, and the CSPs, since April 2013 Nottinghamshire has been experiencing a rise in crime levels and anti-social behaviour. At the end of Quarter 1 for 2013/2014, this increase was recorded as 2.4% (232 offences) for all crime, compared to the same period last year. This is against the agreed target of a 10% reduction of all crime.
 6. Whilst this may only represent a relatively small increase in crime and anti-social behaviour it is crucial that this trend is halted and reversed. Any significant and sustained increase would have a damaging and detrimental effect on both the communities of Nottinghamshire and the individuals that live in, work in and visit these.
 7. To address this issue, the County Council has held discussions with Nottinghamshire Police to identify what would give the best chance to halt this trend and to enable further and sustained reductions in crime, disorder and anti-social behaviour. Discussions between the Senior Command Team at Nottinghamshire Police and the Community Safety Team from the County Council quickly identified that the development of a “preventative approach” has the potential to be the most impactful and effective. This approach was subsequently endorsed by all partners at the Safer Nottinghamshire Board at their meeting on 13 September 2013. It is also the approach that the County Council has adopted through the targeted use of its Community Safety Budget.

A Preventative Approach

8. The key element to this approach would be to refocus services and resources to prevent crime rather than react to it. Crucially:
 - Partners need to ensure that everything they do makes it as hard as possible for offenders and potential offenders to commit crime or anti-social behaviour.
 - Resources continue to be targeted at “hot spot” areas of the County – the 15 Partnership Plus Areas.
 - Repeat and vulnerable victims are identified and supported
 - Repeat and prolific offenders are effectively managed and offered appropriate choices to divert them from further crime and anti-social behaviour
 - New technology is utilised to full advantage, including data sharing, messaging and communications.
 - Work is undertaken to mitigate against issues arising from individuals with problematic mental health symptoms

9. Practically, in Nottinghamshire, this approach could translate into actions including stricter requirements for and improvements to:
- Security in new/refurbished homes – condition of build could include the need to include floor and key safes
 - An agreed minimum standard for such items as doors and door locks
 - Licensing agreements for retail outlets
 - Environmental schemes – lighting, footpaths, country parks
 - Building controls on new retail and residential developments – designing out crime
 - Work to identify and support those with mental health problems
 - Options for the management of offenders
 - Support the victims of crime and anti-social behaviour
 - Support for the vulnerable members of our communities, often those most at risk of being targeted for crime and anti-social behaviour
 - Targeted interventions for young people
 - Information sharing and analytical information on crime and anti-social behaviour
 - Pub watch and business watch schemes, through the use of mobile phone technology, rather than the current radio schemes.

Actions to Date.

10. The County Council Community Safety Team ensure the most effective use of the funding available to this Committee (£200k in 2013/2014) to tackle crime, disorder and anti-social behaviour. Equally importantly, they provide our contribution and interface to CSPs and are our primary point of contact with Nottinghamshire Police. This has meant that they are very well placed to ensure, that wherever possible, preventative measures be initiated to reduce crime, disorder and anti-social behaviour. This will continue.
11. Following the endorsement of a preventative approach by the Safer Nottinghamshire Board, the County Council has commissioned a graduate on the “Graduate Development Scheme” to work with Nottinghamshire Police to scope the potential and practicalities of developing and widening the potential of this approach. This will be a six month project (ending in March 2014). This project will be jointly managed by the County Council Community Safety Team and Nottinghamshire Police.

Next Steps

12. A small multi-agency strategic group will be convened to ensure that a preventative approach in Nottinghamshire is:
- Informed by the work of the project detailed above
 - Adopted as an agreed principle by each partner agency
 - Embedded in operating procedures of each partner agency
 - Consistent in its approach from all partners
 - Guided by an agreed action plan and schedule of priorities

13. This group will report to the Safer Nottinghamshire Board. The County Council will joint manage this group with Nottinghamshire Police and will be represented on the group by a member of the Community Safety Team.
14. To ensure that the County Council can maximise its contribution to both the development of this approach and its subsequent implementation it is proposed that a contribution of £50,000 from the Community Safety Budget 2013/2014 be allocated to this work. This funding would be held by the Office of the Police and Crime Commissioner, who has already indicated that they will match fund this amount, if approved by this Committee.

Other Options Considered

15. Continuing to support the generic work of the CSPs was not considered to be a robust enough response to the deteriorating crime statistics.

Reason/s for Recommendation/s

16. The increase in crime statistics across Nottinghamshire in the first few months of 2013/14 has provided the impetus to look again at preventative approaches to tackling crime and anti-social behaviour and to develop a more wide ranging preventative strategy for partners to support through the Safer Nottinghamshire Board, the Community Safety Partnerships and the work of the Police and Crime Commissioner.

Statutory and Policy Implications

17. This report has been compiled after consideration of implications in respect of finance, equal opportunities, 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

It is recommended that members approve the allocation of £50,000 from the 2013/14 Community Safety Budget to the development and implementation of a preventative strategy for crime and anti-social behaviour in Nottinghamshire.

**Martin Done, Service Director Communications and Marketing
Policy, Planning and Corporate Services**

**For any enquiries about this report please contact:
Chris Walker, Group Manager, Safer and Engaged Communities x72460**

Constitutional Comments ([LM 17/10/13])

18. The Community Safety Committee has delegated authority within the Constitution to approve the recommendations in the report.

Financial Comments ([SEM 17/10/13])

19. 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.

Notes of the safer Nottinghamshire Board meeting on 13 September 2013

Electoral Division(s) and Member(s) Affected

All

5 November 2013**Agenda Item: 6****REPORT OF SERVICE DIRECTOR
POLICY, PLANNING AND CORPORATE SERVICES****YOUNG WITNESS SERVICE****Purpose of the Report**

1. To seek approval for funding from the Community Safety Budget for Victim Support's Young Witness Service in 2013/14 (to a level of £15,000) and 2014/15 (£7,500).

Information and Advice

2. Victim Support is the national charity for victims and witnesses of crime and they run a witness service in every criminal court to help people with going to court and giving evidence.
3. In some areas, a special version of the witness service has been established for under-18s, whereby free and confidential support is given to children and young people who are victims or witnesses of crime.
4. Volunteers are checked and trained to help children and young people, as well as their parents and carers, to go to court and give evidence, which can be essential in securing successful court outcomes.
5. Courts can be confusing and intimidating places. The volunteers visit the young people at home beforehand to explain what will happen in court. They also take young people on a visit to court so that they can look around and ask questions. They are also available on the day of the court case when the young person gives evidence and can talk to them about it afterwards.
6. The golden rule for the service is that the volunteers are not allowed to hear or talk about the evidence the young person will give or what happened to them as the court may then say that they have influenced the victim/witness.
7. The importance of these young witness services has recently been underlined by a report from the National Society for the Prevention of Cruelty to Children (NSPCC).
8. The chief executive of the NSPCC has said:

"Dealing with the police and the courts can be a daunting and intimidating experience for an adult, let alone a child. Where is the justice in putting children in a position where they don't know what is going on, they can't understand the questions and are unable to make themselves understood? All this does is risk the child being further traumatised and the guilty walking free."

9. Currently, at national level, just 2% of child witnesses in criminal court cases receive guidance on criminal proceedings from registered advisers, the NSPCC said, and yet at least half said they were unable to understand some of the questions they had been asked.
10. The research showed that more than 50% of child witnesses reported symptoms of stress ahead of a trial, including panic attacks, self-harm and difficulty sleeping.
11. The Young Witness Service statistics for 2012/13 are as follows:

2012-2013 YWS stats

New referrals – level of work in county only

	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Broxtowe	0	1	0	0	2	0	1	2	1	0	1	0
Gedling	2	3	0	0	2	0	2	0	1	2	0	0
Rushcliffe	1	1	0	1	1	0	0	0	1	2	0	2
Mansfield	7	0	3	1	7	1	0	4	2	4	7	0
Ashfield	4	4	5	5	4	6	1	0	0	5	0	0
Bassetlaw	0	0	2	6	0	0	0	1	3	2	1	5
Newark & Sherwood	0	2	2	1	4	3	1	1	2	0	1	3

Total number of referrals of young witnesses who live in the county = 139 out of 216 overall
(77 were City referrals therefore)

Young witnesses supported City and County – total **workload** for the service across the year
(includes ongoing cases from 2011/12)

	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
City	14	6	10	9	9	4	9	14	11	1	2	6
Broxtowe	0	0	0	0	1	1	2	1	2	2	1	1
Gedling	0	3	0	1	0	0	0	2	3	0	0	0
Rushcliffe	1	1	1	1	0	0	0	0	1	0	0	1
Mansfield	7	4	11	1	3	6	0	2	2	5	3	5
Ashfield	2	8	6	9	14	6	7	0	3	3	3	0
Bassetlaw	1	1	0	8	1	0	0	1	2	0	0	0
Newark & Sherwood	1	4	1	2	4	3	4	3	2	0	1	1

Total number of young witnesses supported who live in the county = 176

Total number of young witnesses supported who live in the city = 95

On these figures, this would equate to a cost per young witness of £85, from funding sought from the County Council for 2013/14. (£15,000/176)

Other Options Considered

12. Not funding the Young Witness Service would mean the withdrawal of the service in the county area.

Reason/s for Recommendation/s

13. The Young Witness Service in Nottinghamshire has a national reputation and provides a high quality level of service, which would be put at risk without funding from the Community Safety Budget and lead to a significantly inferior service compared to the one experienced by young people in the City. Advance indication of the tapering of funding from the County Council (2014/15) will enable Victim Support to forward plan their overall budget

Statutory and Policy Implications

14. 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.

Crime and Disorder Implications

Crime and disorder implications are covered in the body of the report.

Financial Implications

The £15,000 contribution in 2013/14 will be tapered to £7,500 in 2014/15.

Safeguarding of Children and Vulnerable Adults Implications

In some areas of the country cases collapse because not enough is done to help vulnerable witnesses. It is vital that children and young people are supported fully through the criminal justice process – justice can only be served if they are able to give their best evidence.

RECOMMENDATION/S

- 1) It is recommended that the Young Witness Service receives £15,000 from the Community Safety Budget in 2013/14 and £7,500 in 2014/15.

**Martin Done, Service Director Communications and Marketing
Policy, Planning and Corporate Services**

**For any enquiries about this report please contact:
Chris Walker, Group Manager, Safer and Engaged Communities x72460**

Constitutional Comments ([LM 16/10/13])

15. The recommendations in the report are that the Young Witness Service receives £15,000 from the Community Safety Budget and which does not appear to fall within the remit of the Grant Aid Sub Committee or the Grant Aid Strategy. However, the Community Safety Committee has responsibility for community safety matters and may consider the recommendations in the report subject to any financial comments or recommendations.

Financial Comments ([SEM 17/10/13])

16. The financial implications are set out in the 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.

- Report of the National Society for the Prevention of Cruelty to Children (NSPCC)

Electoral Division(s) and Member(s) Affected

- 'All'

5th November 2013**Agenda Item: 7****REPORT OF SERVICE DIRECTOR,
POLICY, PLANNING AND CORPORATE SERVICES****HOLOCAUST CENTRE PROJECT 'IN OUR HANDS'****Purpose of the Report**

1. To inform Members of progress of the successful 'In Our Hands' hate crime pilot project and to seek approval for funding of £15,000 from the Community Safety budget in 2013/14 to extend the pilot to Eastwood South (Broxtowe).

Information and Advice**'In Our Hands' Project background**

2. The 'In Our Hands' project (previously known as 'I belong you belong') is an innovative and ground breaking initiative which aims to tackle areas with high levels of hate crime and low levels of community engagement by working with schools and the wider community to change attitudes and behaviours. The Project fits well with the Government's national Hate Crime Plan, the Nottinghamshire Police and Crime Plan and also the Safer Nottinghamshire Board Hate Crime Steering Group's Delivery Plan.
3. This is a joint initiative of the County Council's Achievement and Equality Service, Safer and Engaged Communities, Bassetlaw and Mansfield District Councils, Mansfield and Bassetlaw CVSs, Mansfield Area Strategic Partnership, Nottinghamshire Police, the Holocaust Centre. It has the support and financial backing of two national charities: the Association of Jewish Refugees (AJR) and the Pears Foundation.

Project Details

4. The first two areas selected for a project pilot were the Ravensdale estate in Mansfield followed by the Partnership Plus areas of Worksop. This was based on their ranking as priority areas by the Safer Nottinghamshire Board and in particular the relatively high levels of hate crime and racially motivated crime recorded by Nottinghamshire Police.
5. Specific examples of issues reported in the neighbourhood included:

- Primary school children's homework being returned to school annotated with swastikas
 - Parents refusing consent for their children to visit a mosque
 - Parents petitioning against a schools initiative to run a Polish day in the school, particularly their attempt to let the children try some Polish food.
6. The innovative nature of the Project has been the interaction with parents by encouraging them to visit The Holocaust Centre so they could be involved in their children's learning. The Centre has delivered 'In Our Hands' workshops to parents whilst their children were undertaking 'The Journey' education programme. The programme for parents is designed to raise awareness of the role individual people played in the Holocaust and for them to consider what their individual role might be in today's communities.
7. At the end of the learning experience for both children and parents there is an opportunity to share what they have learned during the day and to discuss together what they will do once they get back home to their community. The Centre also delivers a post visit workshop in the schools following the visit.

Project Results

8. The Project aims to shift people's (children, young people and adults from across the community) attitude to people who they perceive as different to themselves. An initial assessment of the concept of engaging the parents in parallel learning to their children's indicates that this has been very successful. In addition, the project aims to galvanise parents and community members to:
- Increase parental involvement and engagement in their children's learning and within schools and children's centres
 - Consider their role as individuals within their community.
 - Take action themselves to address issues of hatred and fear of difference within their community.
9. A comprehensive evaluation of the pilot project is currently being undertaken by ICARUS, an independent research body. Its initial findings indicate that the project is having significant impacts on the values and perceptions of primary age children and a final evaluation will be available in summer 2014.

Selection of third pilot area

10. Eastwood South is a Partnership Plus area which has consistently shown high levels of hate crime and anti-social behaviour. The County Strategic Assessment places it as one of the highest ranked areas in South Nottinghamshire. The Broxtowe Partnership Board has agreed to focus resources at Eastwood South as one of its priority areas based on the outcomes of the Public Health Rapid Needs Assessment. This assessment selects indicators from Community Safety data, NHS emergency admissions and the Public Health Outcomes Framework. These indicate Eastwood South to have issues concerning domestic violence, child deprivation, alcohol abuse and violence in Broxtowe. In the County, Eastwood South is currently experiencing a rise in all crime, and specifically youth crime. It

is considered to be an appropriate area of focus for the third pilot area for the 'In our Hands' project. If this funding is approved the work could start in February 2014.

National and International Interest

11. There is considerable interest at a national and international level in this Project. Nationally the Director for Decentralism and Big Society at the Department of Communities and Local Government (CLG) has visited the Holocaust Centre to discuss the Project with a view to it becoming a national pilot once the evaluation is finalised.

Partnership Funding

12. In Mansfield and Bassetlaw there have been contributions in both funds and staff resources from the Partnership Plus areas. Major financial contributions to the work have been received from the Pears Foundation and the Association of Jewish Refugees (AJR). The County Council's contribution and involvement is seen as critical to the success of these applications.

Other Options Considered

13. Not providing funding of £15,000 would mean that a third area in the county would not benefit from the In Our Hands approach as outlined in the report.

Reason/s for Recommendation/s

14. The initial monitoring and evaluations of the project in the original two areas has been very positive and provides a rationale for extending the approach to a third area in the county.

Statutory and Policy Implications

15. This report has been compiled after consideration of implications in respect of finance, equal opportunities, 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

It is recommended that Members allocate funding of £15,000 from the 2013/14 Community Safety Budget to extend the successful 'In Our Hands' project approach to Eastwood South.

**Martin Done, Service Director Communications and Marketing
Policy, Planning and Corporate Services**

For any enquiries about this report please contact:

Andy Peacock

Community Safety Officer

0115 9774893 or 07943 850780

Constitutional Comments ([LM 16/10/13])

16. The Community Safety Committee has delegated authority within the Constitution for community safety matters and may approve the recommendations in the report in order to extend the pilot scheme to Eastwood South.

Financial Comments ([SEM 17/10/13])

17. The financial implications are set out in the report.

Background Papers

None

Electoral Division(s) and Member(s) Affected

Eastwood South

5th November 2013**Agenda Item: 8****REPORT OF THE SERVICE DIRECTOR FOR PROMOTING INDEPENDENCE
AND PUBLIC PROTECTION****UPDATE ON KEY TRADING STANDARDS MATTERS****Purpose of the Report**

1. To update the Committee on key Trading Standards matters.

Information and Advice

2. **Matters arising from the previous meeting** – Following questions raised by Members at the last meeting, a review of the Trading Standards communication strategy to safeguard older adults from crimes and scams will be reviewed. The review will reconsider key messages that currently need communicating, the target audience for those messages, and identify the key channels of communication. Support from Communications colleagues will be sourced. Progress will be reported back to the Committee.
3. Action Fraud is the national initiative set up as the UK's national fraud and internet crime reporting centre. It is the national point of contact for collecting information about all fraud and financially motivated internet crime, gathering valuable intelligence and working with partner agencies to tackle fraud.
4. Frauds, including scam e-mails, should be reported to Action Fraud by either ringing 0300 123 2040 or by visiting the website and using the online reporting system - www.actionfraud.police.uk. The site also contains useful information on support for those who have become a victim of fraud, as well as sound advice on prevention.
5. Where scam e-mails claim to be offering tax refunds, or purport to be from Her Majesty's Revenue and Customs (HMRC), these can, in addition be reported by e-mail to phishing@HMRC.gsi.gov.uk.
6. **Trading Standards involvement in MASH** - In recognition of the key role Trading Standards play in safeguarding the vulnerable, the Service has become a partner of the Multi Agency Safeguarding Hub (MASH). In September, a three month pilot project commenced where two Trading Standards Officers have been based within the MASH for one day a week each.

7. The officers will:

- gain a greater understanding of how the MASH works;
- raise the awareness of MASH colleagues and associated agencies of the role of Trading Standards and its contribution to safeguarding the vulnerable;
- provide guidance to help MASH colleagues identify cases involving relevant Trading Standards matters; and
- develop the process for referring matters through to Trading Standards.

8. The initiative is already paying dividends, with issues such as mailing scams, doorstep crime, and unneeded electrical items being sold having been identified. As a consequence, joint visits with social care staff have been made to undertake 'target hardening' and prevent reoccurrences.

9. **National Scams Hub** - Mass marketing scams cause approximately £3.5 billion worth of detriment annually to UK consumers, with only 1 in 5 cases ever being reported. More importantly, scams cause significant psychological harm to vulnerable and disadvantaged victims, who are deliberately and repeatedly targeted. Mass marketing scams continue to increase as technology allows greater pinpointing and access to the ever-growing population of potential victims.

10. In recognition of the scale of the problem, and to improve efforts to tackle it, the National Trading Standards Board has recently funded the National Scams Hub, hosted by East Sussex County Council. Nottinghamshire recently signed an agreement with the Hub to receive referrals regarding victims, and to undertake prevention tactics to raise awareness and protect the vulnerable residents identified.

11. **Supporting Vulnerable People – recent interventions**

- A care worker reported a fall alarm service sold to an 88 year old for £44 per month - having fallen, she pressed the pendant for help only to find the emergency call system did not work. Having remained undiscovered for 10 hours until found by her care worker, she spent the next week in hospital as a result. Not only did the response system not work, but it also blocked her telephone line, amassing a £300 bill. The Service is currently assisting an investigation into the company.
- Another care worker raised the alarm regarding an 84 year old scam victim. The lady was receiving hundreds of calls a day, and had sent many cheques in response. During a visit to her home, officers found scam mailings, purchases and prizes piled high, causing not only a potential health and safety risk but also a fire hazard. Many of the items she could have no possible use for. The officer is designing measures with the family to protect her.

- Following a MASH referral, a joint visit was made with a social worker to the home of a vulnerable resident who was another repeat victim of mass marketing scams. The officer is again designing steps to stop unwanted calls and mailings, and to investigate unexplained bank withdrawals.
12. **Public Weighbridges Operators** – the Council has a statutory duty under the Weights and Measures Act 1985 to regulate the County's 14 public weighbridges. It is an offence for a person to operate a public weighbridge, without a certificate of competence from the County's Chief Inspector of Weights and Measures.
 13. Trading Standards carries out competency assessments of new operators to ensure they are able to operate the equipment accurately, issue the correct documentation, and have knowledge of the necessary legal requirements. Four certificates to date in 2013 have been issued, while eight were issued in 2012.
 14. The accurate operation of public weighbridges is essential for the many businesses that use weight tickets to pay or charge for often expensive products or services. Further, weighbridges are used to check that vehicles are not overloaded for use on roads, thereby playing an important role in reducing damage to the roads, and ensuring road safety generally.
 15. **Food Standards Agency (FSA) Feed Audit Action Plan** – The FSA ensure that the County Council meet statutory duties under (Human) Food and (Animal) Feeding Stuffs law. Audits of local authorities are the principle vehicle used.
 16. A follow up external audit on Nottinghamshire's Animal Feed work was carried out by the FSA earlier this year, checking progress on the action plan devised following a previous audit in September 2011. Members may recall that the Animal Feeds industry is an extremely important component of the Nottinghamshire economy, with the top four feed producers producing in excess of half a million tonnes of animal feed per year. The FSA has now formally signed off all actions as having been delivered to its satisfaction.
 17. **Environmental Weight Restrictions and Lorry Watch** – Since the last report, 10 further enforcement days have taken place, with 114 vehicle sightings recorded as potential breaches. Of those, 38 have proved lawful reasons for entering restrictions, while 1 person received a warning for not being able to provide such reason. 75 vehicles are still under investigation, to confirm weight or to explore reasons for entering a restriction.
 18. Information is still being received from the Community that heavy goods vehicles continue to breach the Carter Lane, Mansfield weight restriction. All reports have been followed up initially with advisory letters. Officers have visited the restriction to substantiate information received and will use targeted enforcement to tackle the problem. There is community interest to set up a Community Lorry Watch Scheme and the Service continues work with the local Members to achieve this.

19. The development of the weight restriction enforcement camera system continues, and is now moving to the field testing stage. The system will improve the efficiency of the evidence gathering process, improving enforcement, acting as a deterrent, and ultimately reducing breaches. The system will be initially tested in a live weight restriction to ensure functionality and fitness for purpose prior to formally accepting the system.
20. **Regional ‘Scambusters’ Team** – The Authority has now received the report of the National Trading Standards Board (NTSB) visit in August. The visit was to establish how the team were progressing to meet the new national Scambusters Operating Model.
21. The report was positive, identifying the following best practice developed here -
- Clear constitutional and governance arrangements, with strong support from the host authority and elected members.
 - Strong regional arrangements allowing the permanent appointment of a small core team, with the flexibility to bring in temporary officers where investigations require additional resources.
 - Robust decision making and legal proceedings processes in place, representing good cooperation and joint engagement with the legal process.
22. The report also identified the following areas of moderate risk (no significant risk identified) –
- Although supported by regional Trading Standards Services, the regional protocol needs updating to meet the new requirements of the NTSB, including a requirement to pay 50% of any Proceeds of Crime payments received back to the NTSB. This document is currently being updated.
 - The regional tasking arrangements are currently being reviewed, but the report identified the absence of a Regional Intelligence Analyst. Derbyshire Trading Standards are undertaking a recruitment process to host this regional resource.
23. **Legal Action Update** – On 08 October, Kevin Paul Hemsall, Director of Kirby-in-Ashfield based car trader KP Hemsall Ltd, pleaded guilty to 17 charges relating to unfair and aggressive trading practices and the supply of unroadworthy vehicles. Staff had used abusive language, had intimidated customers, and had refused to rectify faults on vehicles. Fines totalling £10,550, compensation totalling £6,665 to the complainants involved, and £2300 prosecution costs were ordered to be paid. In summing up, the District Judge commended the Trading Standards Team for the way it had pursued the matter to its conclusion.
24. Mr Patel, a shop owner in Mansfield Woodhouse appeared in court on 30 August, and pleaded guilty to selling 19 bottles of counterfeit vodka, one bottle

of which was found to be injurious to health. Mr Patel was fined a total of £1,000 and ordered to pay prosecution costs of £671.76. He was given 7 days to pay the full amount.

25. Carl Mould who has been sentenced to five years for the mis-selling of mobility aids, appeared in court on 02 September for a Proceeds of Crime hearing. Mould was given a confiscation figure of £70,415, but was handed a £1 order due to the fact that he has no assets. The order ensures that if Mould does acquire assets in the future that he can be recalled to court and ordered to pay the £70,415.

Financial Implications

26. There are no financial implications contained in this report.

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, Promoting Independence and Public Protection

For any enquiries about this report please contact:

Mark Walker

Group Manager, Trading Standards

Tel: (01623) 452 070

Email: mark.walker@nottsgov.uk

Constitutional Comments

27. As this report is for noting only, no constitutional comments are required.

Financial Comments (CLK 28/10/13)

28. As outlined in paragraph 26, there are no financial implications in this report.

Background Papers

None

Electoral Division(s) and Member(s) Affected

All

5th November 2013**Agenda Item: 10****REPORT OF THE SERVICE DIRECTOR FOR PROMOTING INDEPENDENCE
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 and approval the introduction of a pilot Ceremony Rehearsals Service.

Information and Advice**Emergency Management**Exercise Diamond 3

2. A major, multi-agency emergency response exercise was held on 19 September 2013, with the overall aim of testing the response to a supposed widespread flooding event. This was done to validate the current procedures and response plans for Nottingham City and Nottinghamshire. The first part of the event tested operational response to flooding in the Gunthorpe and North Leverton areas of the County and the Old Basford area of the City. This was followed by a second phase to test 'Tactical Coordination Group' and Multi-agency Coordination Centre' arrangements.
3. During the early phase of the exercise, localised fluvial and surface water flooding issues were considered, along with the risk of further widespread flooding. Participants were required to identify and implement the appropriate command and control structure to effectively deal with this scale of flooding. This ensured that relevant emergency plans are known and practiced by all, and that pre-planning arrangements are in place. Participants in the later phase of the event were required to identify and prioritise the resources required to enable an effective operation response. These key strands of the exercise provided validation of various Local Resilience Forum (LRF) emergency plans including the 'Nottingham and Nottinghamshire Flood Response Plan', 'Community Resilience Plan' and 'Telecommunications Plan'.
4. A representative from the Emergency Planning Team contributed to the planning and delivery of the exercise, and the County Council was well represented with participants for both parts of the event. Emergency Planning Officers and

Highways managers were involved in the early phase of the exercise, and then for the second phase the Council was represented by a Service Director and two Group Managers. Other principle agencies involved included the Police, Fire & Rescue, Environment Agency, District and Borough Councils. Learning points from the exercise will be reported to the Local Resilience Forum for inclusion in the next revision of the emergency plans involved.

Flood Community Engagement Events

5. As previously reported, significant flooding occurred across Nottinghamshire during the late afternoon of Tuesday 23 July, when a long period of dry weather ended abruptly with violent thunder storms. Heavy rainfall caused surface water flooding and some fluvial flooding. The areas most affected were Southwell, Lowdham, Thurgarton, Hucknall, East Bridgford and Arnold. Once the immediate emergency response activities were completed, the Recovery Coordinating Group turned its attention towards arranging a set of public engagement events. At time of writing, events have been held in Thurgarton, Southwell, Lowdham and Broxtowe, and a further event is planned in Ashfield.
6. The Emergency Planning Team's part in these events has been to provide information and advice on individual and community resilience to emergencies. This has been provided in close concert with Highways colleagues whose involvement has been in respect of the County Council's 'Lead Local Flood Authority' duties under the 'Flood and Water Management Act (2010).'
7. In Southwell, the Emergency Planning Team has provided advice and support to a Southwell Community Emergency Planning Group, which has arisen as a specific strand of work from the new Southwell Flood Forum.

Safety at Sports Grounds

8. A match-day safety inspection was carried out at the league fixture Nottingham Forest and Derby County on 28 September, which is one of the highest profile, and potentially volatile fixtures of the season for Nottingham Forest. The inspection noted that safety was managed well, and there were relatively few issues for the club's Safety Officer to deal with at the ground (although there were ten arrests arising from a confrontation between rival supporters in Trowell later in the day). This fixture was the first time that the new arrangements for the accommodation of visiting supporters were in place for a local derby. There were also a reduced number of visiting supporters (an allocation of 2000 tickets compared to 4500 for the equivalent fixture last season). This, along with the early kick off time of 12.15pm, contributed to a lower number of incidents.
9. An inspection took place at Mansfield Town's Johnstones' Paints Trophy fixture at home against Chesterfield on 08 October. A weekday match in the early stages of a cup competition would normally attract only a fraction of the club's usual home crowd; however there is a long standing and fierce rivalry between the two clubs, which have not been in the same league for 5 years. Consequently, the crowd on this occasion was 4,837. Overall the improvement in safety

management which has been seen in recent months was sustained, and the match passed without significant incident.

10. Also in relation to Mansfield Town Football Club, the club has applied for and has been granted a special Safety Certificate for a fireworks display on 03 November 2013. A certificate for the event was issued with a capacity of 2,815 following consultation with the Safety Advisory Group for the ground.

Exercise 'Gravitas', 23-27 September

11. During September, Councillor Glynn Gilfoyle and Councillor Alice Grice observed Exercise Gravitas, which was a police-led test of the Disaster Victim Identification (DVI) process within an emergency mortuary facility.
12. In a mass fatalities incident, such as a train derailment or a terrorist bombing, the Local Authority in whose area the incident occurred is responsible for funding and setting up an emergency mortuary. The police DVI teams and health service pathologists operate their processes within this facility. In a genuine incident, local authorities would have 72 hours to set up an operational facility to comply with the conditions of a Human Tissue Authority licence (although it is possible that bodies may be moved onto a site in as little as seven hours). A memorandum of understanding has been in place since June this year to set out payment of costs between all agencies involved. A member of the Emergency Planning Team sits on the LRF mass fatalities planning group and is currently involved with colleagues from Nottingham City Council in drawing up a Local Authority's operational plan for activating and commissioning an emergency mortuary. National guidance dictates that local plans must be prepared for up to 300 victims with National Emergency Mortuary Arrangements (NEMA) being activated for 300 – 600 plus victims.
13. This particular exercise was based on the scenario of an aircraft crash involving 150 potential victims on the A453. Observers were shown the work of the police specialist recovery teams at the scene of the incident and given details of the body recovery strategy, with every piece of material of 5 cubic cm or larger being treated as human remains. They then followed the process of identifying the remains within the emergency mortuary. Within the mortuary itself they were able to view specialist equipment and see the pathologists and teams at work within the autopsy area. They were informed how the identification information from the autopsy, from relatives via the family liaison officers and information from the casualty bureau then enabled a positive identification to take place at an Identification commission chaired by a coroner.
14. The overarching mission of the emergency mortuary is dignity to the deceased and care and respect for the relatives. Exercise Gravitas was the second exercise to test parts of the LRF emergency mortuary plan after the table top exercise of May 2012 to test the emergency mortuary coordination group, which the Service Director for Promoting Independence and Public Protection attended. It is planned to test the Local Authority logistics and procurement aspects of the plan in 2014.

Exercise 'Tempest' - Control Room Exercise for Broxtowe Borough Council

15. As part of the County Council's Service Level Agreement with District and Borough Councils for Emergency Planning Services, the Emergency Planning Team supported Broxtowe Borough Council in the development of their control centre plans and procedures including an event to train and exercise Borough Council staff in their role in emergency response. In addition, the event was used to validate roles within the plan and the operation of the centre during a major emergency. The event took place over the 02-03 October 2013 and a total of 18 Broxtowe staff were trained.

Planning for Marauding Terrorist Firearms Attack (MTFA)

16. On 26 September a member of the Emergency Planning Team participated in a Home Office / Department for Communities and Local Government workshop for LRFs on responding to a MTFA. This had been arranged in advance of, but was based on an event similar to that experienced in September at the Westgate Shopping Mall in Kenya.
17. The aim of the event was to enhance the understanding and awareness of how the emergency services would respond to such an incident in the United Kingdom. The day comprised of presentations from the Office for Security and Counter-Terrorism (OSCT), Joint Terrorism Analysis Centre (JTAC), Emergency Services and Counter-Terrorism Security Advisers. There was also a table top exercise to provide the opportunity for different LRFs to share learning and best practice.

Incident Management System

18. The Emergency Planning Team have worked with ICT colleagues to install a new version of AIMS (Atlas Incident Management System) software. This is used by the Emergency Planning Team to record key information related to an incident and provide a log of actions taken and decisions made. AIMS is also used by departmental colleagues when working in the County Emergency Centre (CEC). An updated training manual will be issued to staff who are accustomed to the previous version of the system, and refresher training will be provided for staff who wish to familiarise themselves with the software. Back-up electronic and paper-based systems are in place to ensure that important information continues to be recorded should AIMS be unavailable due to any IT failure.

Registration and Celebratory Services

Ceremony Rehearsals Service

19. The current Service Delivery Plan for the Registration Service includes an objective to bring forward proposals for a Ceremony Rehearsals service in December this year. However, current financial and other circumstances have led to the acceleration of this timetable for the benefit of customers and so that income can be generated as soon as possible. Whilst it is not permitted to charge

a fee for ceremony rehearsals for statutory fee ceremonies at the Register Office (Worksop), there is no legal impediment for offering this service for enhanced ceremonies at registration ceremony rooms.

20. The public are already familiar with church wedding rehearsals, and the Registration Service often receives requests for similar appointments. For this reason, the service proposes to offer rehearsal appointments across the County to couples booking ceremonies at Registration Offices, and that an appropriate fee is charged for this. It is not generally practical to consider offering these for ceremonies at Approved Premises, due to logistic and cost issues.

21. Following consultation with the Chairman and Vice-Chairman of the Community Safety Committee, and advice to the opposition spokesman, a pilot service is currently operating in the South of the County, and it is proposed to extend this initiative as experience is gained, taking care to avoid detriment to other services, such as the new Nationality Checking Service.

22. The pilot rehearsal appointments comprise:

- An explanation of the pre-marriage interview, what it involves and where it takes place
- Reconfirmation of the time the bride and groom are expected to arrive, particularly if they don't wish to see each other before the start of the ceremony
- A run through of seating arrangements, reserved seating, witnesses and any special needs, including disabled access
- Discussion of location of any photographers and what permission they may have to take photographs at any given time during the ceremony
- Discussion of the entrance of the bride, escorts and formation when entering the room
- Choices of music to be played and at what specific times
- Ceremony choices, such as declaration and contracting words and if there are any readings to be part of the service.
- Explanation of the legal role of witnesses
- Demonstration of arrangements for signing the register
- Discussion on processes for exiting the ceremony room
- Information that the service offers for sale commemorative certificates, guest books and commemorative trees and rose bushes

23. It is proposed that the service will be offered during periods of the week when ceremony rooms are not in great demand for ceremonies. Where possible, the service will be delivered by Registration Support Officers so that it does not impact on the normal workload of Registrars. For the purpose of the pilot, a fee of £25 is being charged for a 20 minute appointment, and initial feedback is that customers regard this as an acceptable figure. When the service is established fully across the County it is anticipated that there could be around 400 appointments a year, yielding an income of up to £10,000.

24. It is proposed to continue to operate the service as a pilot until the next Registration Fees report is brought to the Committee, at which time recommendation will be made for the formal incorporation of the service.

Registration Records Software

25. The Registration Service has completed the replacement of the 'Registration Service Software' (RSS) which was used for registering births and deaths in Nottinghamshire from 1992 until 2009. Since then, the system had been in use for the production of copy certificates from that period, however the software had become obsolete and technical support was no longer available from the General Register Office. Consequently, service continuity has been enabled by the acquisition of a new electronic records management system (RAFTS). A particular advantage of the system is that it enables staff to access records for the whole County from any office, thereby helping to improve the process of customers obtaining certificates. Further improvements will be made in the coming months by the addition of a module to enable online application and payment for certificates.

Verification of child benefit forms

26. As part of the 'Tell Us Once' (TUO) process within Birth Registration appointments, Registrars are now able to verify completed Child Benefit Forms. This benefits parents as they will then no longer need to send a copy of the birth certificate with the form.
27. The service began in October and is offered when the parents call the Customer Service Centre to book a Birth Registration appointment, and they are advised that the service can be provided only as part of the TUO process. Parents must take their fully completed Child Benefit form with them to their appointment, the Registrar will verify that the child's date of birth and name are correct and send it to HM Revenues and Customs on their behalf. During the process, the customer is advised of their responsibility to ensure details are correct, and Registrars provide information on how to contact the Child Benefit helpline telephony and web based services should they need to pursue their application.
28. Customer satisfaction survey results indicate that this is well received by customers and Registrars where it has been running in other local authorities; Nottinghamshire Registration Service is pleased to be able to offer it to parents of children born in Nottinghamshire and Nottingham City hospitals.
29. There are no financial implications attached to this service, as the verification of Child Benefit forms is offered free of charge to the public as part of the TUO agreement with the Department for Work and Pensions.

Accommodation

30. As a result of accommodation pressures, the Registration Service is amalgamating some of its records under one roof. The Basford Registration Office, Bulwell now also holds the records for the Newark and Southwell area. In

December, the records for the Rushcliffe area will also be brought to this office. This will be a temporary measure until such time, possibly summer 2015, as operations can be moved to the Nottinghamshire Archives building. Before 2015 the Service will be marketing certificate services more extensively, trying to develop a modest family history research service, digitising a large collection of indexes and looking for new means of income generation.

31. Registration Services in Newark have now been established fully in the Gilstrap Centre. Initial reactions of customers have been very positive, as have those of the Gilstrap Trustees and local media.

Registration Staff Conference – 25 September 2013

32. Registration services are provided from 17 offices across the County and at around 70 Approved Premises for civil ceremonies. As a consequence of this, most registration personnel work in small teams and rarely have the opportunity to share views and ideas about the service with other colleagues outside of their own area. In view of this, and as the service is continuing to change rapidly with the introduction of new services, it is beneficial to bring all staff together for occasional conferences. The acquisition of the Gilstrap Centre provided the opportunity to do this without incurring the cost of an external venue.
33. Therefore, a one-day Registration Staff Conference was held at The Gilstrap, on 25 September. The event included a variety of workshop sessions designed to enable colleagues to discuss their thoughts and ideas on developing the service, and gain answers to any questions they may have. Key note presentations were provided by Councillor Gilfoyle and the Service Director for Promoting Independence and Public Protection and by two guests from the General Register Office who explained the national training strategy for registration services. The final substantive session of the day addressed progress in the development of the Council's Civil Funerals offer and experiences from delivery of the service.
34. A very substantial volume of specific feedback was gathered from staff during the course of the day, concerning specific and generic aspects of registrations services. All of this information was collated and has been presented to the Registration Management Team for analysis and reflection as part of the ongoing development and improvement of services.

Statutory and Policy Implications

35. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, 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.

Financial Implications

36. The Registration Service is currently running a Ceremony Rehearsals Pilot for which a fee of £25 is being charged for a 20 minute appointment. When the service is established fully across the County it is anticipated that there could be around 400 rehearsal appointments a year, yielding an income of up to £10,000 per annum.

RECOMMENDATION/S

It is recommended that the Community Safety Committee:

- 1) Notes the work that has been done by the Emergency Planning Team and the Registration Service.
- 2) Endorses the introduction of a pilot Ceremony Rehearsals service and the fee of £25 per appointment, data in relation to the fee will be included in the next annual registration fees report to Committee.

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@nottsgov.uk

Constitutional Comments (LM 28/10/13)

37. The Community Safety Committee has delegated authority within the Constitution to approve the recommendations in the report.

Financial Comments (CLK 28/10/13)

38. The financial implications are contained in paragraph 36 of the report.

Background Papers

None

Electoral Division(s) and Member(s) Affected

All.

5th November 2013**Agenda Item: 11****REPORT OF THE SERVICE DIRECTOR FOR PROMOTING INDEPENDENCE
AND PUBLIC PROTECTION****EMERGENCY PLANNING FOR SEVERE WINTER WEATHER****Purpose of the Report**

1. The purpose of this report is to provide an overview of the emergency plans in place, and other arrangements that have been made, for responding to the impact of severe winter weather in Nottinghamshire during the coming winter.

Information and AdviceBackground

2. Following the severe winter weather of 2009 and 2010 it was decided to produce a specific 'Winter Weather Emergency Plan' for Nottinghamshire County Council (NCC). The aim of this plan is to facilitate and coordinate NCC assistance to Nottinghamshire communities during winter weather, and its objectives are to:
 - Outline gritting routes, and the impact of salt conservation on communities
 - Establish a flexible activation procedure to ensure a timely response to severe weather
 - Outline the measures in place to ensure effective communications with communities, County Council staff, elected members, and partner organisations, prior to and during a severe winter weather event
 - Document the system for recording school closures
 - Detail arrangements for obtaining additional resources to help maintain critical services
3. The plan is approved annually by the NCC Risk, Safety and Emergency Management Board (RSEMB), and is supplemented by further plans and policies including a specific '4x4 Vehicle Plan'. Elements of these arrangements have been utilised each winter since their creation, and lessons from each incident are fed back into the planning process.

Snow Clearance Assistance to Priority Sites

4. In 2010 a number of specific sites, such as special schools, meals at home facilities and residential centres, all requested assistance with snow clearing to keep services running. As a consequence of this, all eleven special schools in

the County were added to the severe weather highways gritting routes to maintain a route open to them. The 'Meals at Home' distribution centre in Mansfield was also added.

5. In addition, staff groups who already worked outdoors, and who have the equipment to help manually clear snow at critical service sites, are pre-identified for undertaking this work during severe weather. Teams from Landscape Services and 'Tarmac' (who work in conjunction with Highways) are now matched to a list of pre-identified sites on a district by district basis. It remains the sites' own responsibility (under business continuity arrangements) to have grit salt on site for the teams to use once the snow is cleared.

Assistance from District and Borough Councils

6. It is planned that some District and Borough Council staff groups, such as park operatives, can be redeployed to assist Highways with snow clearing, when the conditions mean that they are unable to conduct their normal duties. NCC Highways have agreed to provide these councils with a supply of salt for this purpose, and to offer further supplies to be purchased at the County Council negotiated cheaper rate.

Assistance to Communities

7. Through County Council Highways, Parish Councils are annually offered five bags of salt free of charge to assist their community with snow clearing. They can also then buy additional 25kg or 1 tonne bags at a highways negotiated cheaper rate. Parish councils can also apply for and buy grit bins for locally affected areas. The bins are delivered by highways complete with grit for a charge of £150. It is then the responsibility of parish councils to refill them each year. They are coloured blue to distinguish these from NCC replenished yellow grit bins. In total, there are currently 1200 grit bins in the County.
8. Snow wardens are appointed by Parish Councils as a link to NCC during winter conditions. Snow wardens receive training and basic levels of equipment from NCC Highways and are able to carry out basic clearance work within their community. They act as a local contact point providing up to date information on local conditions to highways area offices.
9. Also, a scheme has been established by County Council Highways to enable farmers to assist with snow clearance. Routes for snow clearing are pre-arranged and farmers must have machinery for snow ploughing. Farmers are paid a fixed fee for clearing pre-arranged routes and are activated through highway area offices. (NCC highways hold further details of the scheme).
10. Community resilience and self-help messages continue to be promoted particularly around the government's 'Snow Code' which advises on health and safety measures as well as offering practical tips and advice to householders and communities.

NCC 4x4 Vehicles Plan

11. 2010 saw extensive use of 4x4 vehicles with 23 vehicles used by NCC. A member of the Emergency Planning Team chaired the Local Resilience Forum (LRF) logistics cell set up to coordinate multi-agency use of vehicles. As a consequence of this, in 2011 a specific 4x4 Vehicle Plan was produced to pre allocate NCC vehicles to selected critical services and to pre-allocate the vehicles available to NCC in times of snow.
12. The aim of the plan is to facilitate and coordinate the County Council's deployment of 4x4 vehicles to critical services during an incident. To achieve this, the plan has the following objectives:
 - To outline the critical services pre-identified who require 4x4 vehicles
 - To match donating services to requesting services
 - To outline how services activate the use of 4x4s in an incident
 - To outline staff 4x4 familiarisation sessions available through NCC departments.
 - To outline what 4x4s will not be used for.
 - To outline the use of the LRF Logistics cell to supplement 4x4 provision
13. NCC has the advantage of having its own 4x4 vehicles that can be redeployed immediately if the need arises. These are from services such as country parks, children's outdoor adventure, and highways training. Staff costs and petrol during redeployment are met by the receiving service.
14. It is recognised that there is a need to provide appropriate specialist training for personnel in critical services who may need to drive 4x4s in times of heavy snowfall. This is provided by Transport and Travel colleagues and is mandatory for these drivers.

NCC Staff 4x4 Volunteer Drivers

15. It was also recognised that there was an untapped resource of NCC staff who own their own 4x4 vehicles, or who had previous experience of driving 4x4s. Advice was taken from Health and Safety and Risk and Insurance colleagues, and a recruitment campaign has taken place for the last three years to encourage NCC staff in non-critical services to volunteer to assist with 4x4s in times of snow. These colleagues were provided with access to the mandatory 4x4 training. It was decided not to ask for public volunteers, to maintain the safety of both staff and the public, and to only use trained volunteers.
16. For winter 2014 NCC currently has:
 - 20 4x4 vehicles (redeployed or owner driver)
 - 50 4x4 drivers (NCC staff volunteers or critical service volunteers)
17. There is access to additional vehicles through voluntary and partner organisations:
 - Voluntary agency Nottinghamshire 4x4 response

- Voluntary agency Nottingham emergency scout support team (NESST)
- Voluntary agency British Red Cross

18. In extreme circumstances, access to further vehicles may be possible through an LRF Tactical Coordinating Group (if established). Sources may include:

- Environment Agency
- Nottingham City Council
- Mansfield District Council

Exercises

19. A training and exercise session of the 4x4 plan was held with critical services in 2012 and each year in autumn a call out exercise takes place with the NCC staff 4x4 volunteers to check contact details and to update details regarding availability.

Communications

20. To aid the public in accessing information on NCC services closed during times of snow there is a disruption to services email that managers contact if their service needs to close and this information is updated directly onto the website. The schools 'NG Alert' system also comes through to this email address allowing an accurate record of all schools closed or affected by the weather. To aid communications with elected members a specific winter weather elected members briefing template has been created.

Activities in progress currently

21. At the time of preparing this report, activities in progress included:

- Winter Weather Emergency Plan under review for approval at the November RSEMB
- 4x4 Vehicle Plan under review for approval at the November RSEMB
- Emergency Planning staff attend Highways winter planning meetings
- 4x4 training sessions and refresher training for staff trained in 2010 are being planned to start in late October early November.
- A new venue for 4x4 training has been investigated
- Update meetings taking place with all services pre-identified in the 4x4 plan
- Standard operating procedure for snow clearance assistance to social care sites under review
- A review of pre-identified sites has begun
- Attendance at Ashfield 'Prepare for winter event' to promote community resilience and self-help messages.

Statutory and Policy Implications

22. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, 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

It is recommended that the Community Safety Committee:

- 1) Note the emergency plans in place and other arrangements that have been made for responding to the impact of severe winter weather in Nottinghamshire during the coming winter.
- 2) In the event of severe weather during the coming winter, receive a further report in spring 2014 to review the operation of Emergency Plans and any lessons learned.

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@nottscc.gov.uk

Constitutional Comments

23. As the report is for noting only, no Constitutional comments are required.

Financial Comments (CLK 28/10/13)

24. There are no financial implications contained in 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.

- a. Nottinghamshire County Council Winter Weather Emergency Plan
- b. Nottinghamshire County Council 4x4 Vehicle Plan

Electoral Division(s) and Member(s) Affected

All.

CS44

5th November 2013**Agenda Item: 12****REPORT OF THE SERVICE DIRECTOR FOR PROMOTING INDEPENDENCE
AND PUBLIC PROTECTION****APPROVED PREMISES FOR CIVIL CEREMONIES****Purpose of the Report**

1. To advise the Committee of the contents of a report provided recently to the Planning and Licensing Committee regarding the County Council's role in licensing premises for the solemnization of marriages and the formation of civil partnerships.

Information and AdviceIntroduction

2. The information provided below is taken directly from a report made to the Planning and Licensing Committee meeting of 30 September this year. The recommendation agreed by the Committee was that the contents of the report be noted and that further reports will be brought to the Planning and Licensing Committee annually.

Background

3. Current legislation allows the solemnization of marriages and the formation of civil partnerships to take place in venues other than register offices. Historic or romantic buildings such as castles, stately homes and country houses can be licensed, as can hotels, civic buildings and sports stadia. In all cases, approval can only be granted if this can be done without compromising the fundamental principles of English law and Parliament's intention to maintain the solemnity of the occasion.
4. To be approved, a venue must be a permanently immovable structure comprising at least one room or any boat or other vessel which is permanently moored. Premises outside this definition, such as the open air, a tent, marquee or any other temporary structure, and most forms of transport, would not be eligible for approval. The premise must be a seemly and dignified venue for the proceedings, and cannot be religious premise, other than for the formation of Civil Partnerships. Also, it must be regularly available to the public, which rules out a domestic home.

5. There are currently 68 Approved Premises in the County (including four former Register Offices that have been decommissioned). Appendix A to this report provides a list of all currently approved premises in Nottinghamshire. The fee for approval of a premise is included in the set of all registration fees, which is reported annually to the Community Safety Committee for consideration and approval.

Civil Partnerships in Religious Premises

6. The Marriages and Civil Partnerships (Approved Premises) (Amendment) Regulations 2011 allow civil partnership ceremonies to be conducted in places of worship in England and Wales. The Registration Services' role is to approve the premises. Nationally, the leaders of Liberal Judaism, the Quakers and the Unitarians have all expressed interest in holding ceremonies. The procedure and basis on which approvals will be granted is broadly the same as that which currently applies to secular premises. Once approved, the premises will be included in the list of approved venues for civil partnerships, indicating that they are a religious premise (and so cannot be used for a civil marriage). However, at present there have been no applications for a religious building in Nottinghamshire to be licensed for Civil Partnerships.

Procedures

7. The Constitution of the County Council identifies that the power to approve premises for the solemnisation of marriages lies with the Planning and Licensing Committee. Under the 'Officer Scheme of Delegation', the responsibility for exercising all functions in relation to the registration service is delegated to the Group Manager, Emergency Management and Registration.
8. The Registration Service's procedures for approval of premises have been developed following 'The Registrar General's Guidance to Authorities for the approval of premises as venues for civil marriage and civil partnerships' (Fourth Edition, Revised December 2011). The premises are assessed for suitability, fire safety, and the need (or otherwise) for planning permission. Once granted, each approval lasts for three years.

Statutory and Policy Implications

9. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, 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.

Financial Implications

10. There are no financial implications contained in this report.

RECOMMENDATION/S

It is recommended that the Community Safety Committee:

- 1) Notes the role of the Council in licensing premises for the solemnization of marriages and the formation of civil partnerships.
- 2) Agrees further reports will be received annually by the Planning and Licensing and Community Safety Committees.

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 (LM 21/10/13)

11. The Community Safety Committee has delegated authority within the Constitution to approve the recommendations in the report.

Financial Comments (CLK 28/10/13)

12. As outlined in paragraph 10, there are no financial implications contained in 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.

- a. Report to Community Safety Committee on Registration Services Fees for 2013/14 and 2014/15 – 8th January 2013.

Electoral Division(s) and Member(s) Affected

All

CS43

Appendix A

List of Approved Premises in Nottinghamshire

Premises name	Location
Blackburn House,	Brake Lane, Boughton, Newark
The Bramley Suite	The Bramley Centre, King Street, Southwell
The Bestwood Lodge Hotel	Bestwood Country Park, Arnold
Blotts Country Club	Adbolton Lane, Holme Pierrepont
The Carriage Hall	Station Road, Plumtree
Charnwood Hotel	Sheffield Road, Blyth, Worksop
Clumber Park	The National Trust, Worksop
Clumber Park Hotel and Spa	Worksop
Cockliffe Country House	Burntstump Country Park, Burntstump Hill
Country Cottage Hotel	Easthorpe Street, Ruddington
Deincourt Hotel	London Road, Newark
The Drawing Room	Balderton Gate, Newark
DH Lawrence Heritage Centre	Mansfield Road, Eastwood
East Bridgford Hill	Kirk Hill, East Bridgford
Eastwood Hall	Mansfield Road, Eastwood
Elms Hotel	London Road, Retford
Forever Green Restaurant	Ransom Wood, Southwell Road, Mansfield
The Full Moon	Main Street, Morton, Southwell
The Gallery	County House, Mansfield
The Garden Room	The Hall, Bridgford Road, West Bridgford
Goosedale	Goosedale Lane, Bestwood Village
Grange Hall	Vicarage Lane, Radcliffe on Trent
Hodsock Priory	Blyth, Nr Worksop
Holme Pierrepont Hall	Holme Pierrepont, Nottingham
Kelham Hall	Kelham, Newark
Kelham House Country Manor Hotel	Main Street, Kelham, Newark
Lakeside	2 Waterworks House, Mansfield Road, Arnold

Premises name	Location
Leen Valley Golf Club	Wigwam Lane, Hucknall
Langar Hall	Langar
The Lion Hotel	112 Bridge Street, Worksop
The Mill, Rufford Country Park	Ollerton, Newark
Newark Castle	Castle Gate, Newark
Newark Town and District Club Ltd	Barnbygate House, 35 Barnbygate, Newark
Newark Town Hall	Market Place, Newark
Newstead Abbey	Newstead Abbey Park, Ravenshead
Norwood Park Country House	Southwell
Nottingham Forest Football Club	City Ground, Nottingham
Nottinghamshire County Cricket Club	Trent Bridge, Nottingham
Nottinghamshire Golf and Country Club	Stragglethorpe
The Oakdale Suite	County House, Mansfield
The Oakham Suite	Nottingham Road, Mansfield
The Old Court House	Church Street, Bingham
The Old Vicarage	Park Lane, Elkesley, Retford
The Old Vicarage, Boutique Hotel	Westhorpe, Southwell
Papplewick Pumping Station	Off Longdale Lane, Ravenshead
Mansfield Manor Hotel	Carr Bank, Windmill Lane, Mansfield
Retford Town Hall	Market Square, Retford
Richard Herrod Centre	Foxhill Road, Carlton
The Riding Hall	The Courtyard, Thoresby Park
The Rowan Suite	Chancery Lane, Retford
Ruddington Grange Golf Club	Wilford Road, Ruddington
Rufford Park Golf and Country Club	Rufford Lane, Rufford, Newark
Rufford Suite, County Hall	Loughborough Road, West Bridgford
Saracens Head Hotel	Market Place, Southwell
Sherwood Forest, Oak Room	Sherwood Forest Visitor Centre, Edwinstowe
The Secret Garden	Lancaster Road, Gringley on the Hill
Southwell Racecourse	Rolleston
Stoke Hall	Church Lane, East Stoke, Newark

Premises name	Location
Swancar Farm Country House	Trowell Moor, Trowell
Thrumpton Hall	Nottinghamshire
The Victoria Suite	Memorial Avenue, Worksop
The Village Hotel and Leisure Club	Brailsford Way, Chilwell
Welbeck Banqueting Hall	Welbeck Road, West Bridgford
West Retford Hotel	24 North Road, East Retford
Woodborough Hall	Bank Hill, Woodborough
The Workhouse	Upton Road, Southwell
Worksop Town Hall	Potter Street, Worksop
Ye Olde Bell Hotel	Barnby Moor, Retford

30 October 2013**Agenda Item: 13****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 2013/14.

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.
4. As reported to Full Council on 26 September 2013 a reduction in the frequency of meetings of Community Safety Committee is being piloted. It has recently been agreed that the meetings scheduled for 17 December 2013 and 18 March 2014 should be cancelled – **TO BE CONFIRMED**. As a result, any business planned for those meetings has been rescheduled as appropriate.

Other Options Considered

5. None.

Reason/s for Recommendation/s

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

Statutory and Policy Implications

7. 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, Senior Democratic Services Officer

E-mail: keith.ford@nottsc.gov.uk

Tel: 0115 9772590

Constitutional Comments (SLB)

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

Financial Comments (PS)

9. 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

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>Lead Officer</u>	<u>Report Author</u>
28th January 2014			
Update on key Trading Standards matters	Update on important developments in the Service	Paul McKay	Mark Walker
Update on Community Safety	Report outlining key issues for community safety in Nottinghamshire	Martin Done	Chris Walker
Update on Regulation of Investigatory Powers Act (RIPA)	Quarterly update report on Regulation of Investigatory Powers Act	Paul McKay	Mark Walker
Registration Service Fees 2014-2015	Review of registration service fees for 2014-2015	Paul McKay	Rob Fisher
Update on Joint Agency Vulnerable Persons Identification Project	Update on the joint project between Nottinghamshire Fire and Rescue Service and Nottinghamshire County Council	Paul McKay	Chris Walker
I Pledge to Keep on Track – Youth Crime Prevention Programme	Report on the evaluation of I Pledge to Keep on Track – Youth Crime Prevention Programme	Martin Done	Chris Walker
Update on Emergency Planning and Registration Services	Update report on key activities and events in Emergency Planning and Registration	Paul McKay	Rob Fisher
Review of Temporary Registrar Posts	Report reviewing the temporary registrar posts	Paul McKay	Rob Fisher
Transforming Rehabilitation	Update on changes to services for offenders under the Governments Transforming Rehabilitation policy	Martine Done	Chris Walker
Lessons arising from the explosion in Newark – May 2013	Committee to consider the implementation of recommendations arising from meetings with Nottingham and Nottinghamshire Local Resilience forum and the Risk Safety and Emergency management Board	Paul McKay	Rob Fisher

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>Lead Officer</u>	<u>Report Author</u>
Legislative Basis of Planning for Major Flood	Report to Committee on the legislative basis of planning for major flood events – requested at Committee meeting of September 2013	Paul McKay	Rob Fisher
Domestic and Sexual Abuse Strategy	Further to consideration at the meeting in September 2013, the Committee to consider the draft strategy and recommendations for service development.	Martin Done	Chris Walker
Neighbourhood Watch	Report to update Members on the Nottswatch and Neighbourhood Alerts schemes (requested by Members at July 2013 Committee)	Martin Done	Chris Walker
Update on Budget and implications for service changes	Item requested at Committee meeting of September 2013.	Paul McKay	
Update on implementation of new Lorry Watch camera scheme	Item requested at Committee meeting of September 2013.	Paul McKay	Mark Walker
29th April 2014			
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.	Martin Done	Chris Walker
Update on key Trading Standards matters	Update on important developments in the Service	Paul McKay	Mark Walker
Update on Emergency Planning and Registration Services	Update report on key activities and events in Emergency Planning and Registration	Paul McKay	Rob Fisher
Update on Community Safety	Report outlining key issues for community safety in Nottinghamshire	Martin Done	Chris Walker
Update on Regulation of Investigatory Powers Act	Quarterly update report on Regulation of Investigatory Powers Act	Paul McKay	Mark Walker

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>Lead Officer</u>	<u>Report Author</u>
(RIPA)			
22 July 2014 – date TBC			
December 2014 – date TBC			
Registration Service Fees 2015-2016	Review of registration service fees for 2015-2016	Paul McKay	Rob Fisher

