

Community Safety Committee

Tuesday, 06 January 2015 at 10:30

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

AGENDA

- | | | |
|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| 1 | Minutes of last meeting held on 25 November 2014 | 3 - 6 |
| 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 | Risk of Flooding Arising from Drains and Gullies | 7 - 10 |
| 5 | Community Safety Budget Update - Request for Funding | 11 - 14 |
| 6 | Temporary Project Manager in Trading Standards and Community Safety for Income Generation | 15 - 18 |
| 7 | ICT Strategy - Community Safety Projects Update | 19 - 24 |
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| 11 | Update on the work of the Community and Voluntary Sector Team | 49 - 52 |

12	Update on Emergency Planning and Registration and Celebratory Services	53 - 60
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14	Work Programme	69 - 72

Notes

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

Customer Services Centre 0300 500 80 80

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

Councillors or Officers requiring clarification on whether to make a declaration of interest are invited to contact Keith Ford (Tel. 0115 977 2590) or a colleague in Democratic Services prior to the meeting.
- (4) Councillors are reminded that Committee and Sub-Committee papers, with the exception of those which contain Exempt or Confidential Information, may be recycled.
- (5) This agenda and its associated reports are available to view online via an online calendar - <http://www.nottinghamshire.gov.uk/dms/Meetings.aspx>

Meeting **COMMUNITY SAFETY COMMITTEE**

Date **Tuesday 25 November 2014 at 10.30 am**

membership

Persons absent are marked with 'A'

COUNCILLORS

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

Jim Creamer
Maureen Dobson
Bruce Laughton
Keith Longdon

Keith Walker
Stuart Wallace
John Wilmott

OFFICERS IN ATTENDANCE

Rob Fisher
Sarah Houlton
Paul McKay
Mark Walker

} Adult Social Care, Health & Public Protection

Paul Davies)
Cathy Harvey)

) Policy, Planning and Corporate Services

Rachel Adams Public Health Department

MINUTES OF THE LAST MEETING

The minutes of the last meeting held on 30 September 2014 were confirmed and signed by the Chairman.

MEMBERSHIP

Councillors Creamer and Walker had been appointed in place of Councillors Clarke and Barnfather, for this meeting only.

DECLARATIONS OF INTERESTS BY MEMBERS AND OFFICERS

Councillor Laughton declared a disclosable pecuniary interest in agenda items 7 and 8 (Registration Service Fees, and Approved Premises for Civil Ceremonies) as the owner of a licensed premise, and left the meeting during discussion and voting on these items.

Councillor Laughton also declared a private, pecuniary interest in agenda item 6 (Nottinghamshire Joint Strategic Needs Assessment on Sexual Abuse)

because of his wife's employment in the Police. This did not preclude him from participating in item 6.

COMMUNITY SAFETY BUDGET UPDATE – REQUEST FOR FUNDING

Sarah Houlton, Trading Standards Manager, introduced the report seeking Members' approval for funding from the 2014/15 Community Safety Budget for the extension of an existing project across the county.

RESOLVED 2014/048

That approval be given to a contribution of £3,000 from the initiatives element of the Community Safety Budget 2014/15 to support the extension of the Bicycle Project across Nottinghamshire.

COMMUNITY SAFETY UPDATE

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

RESOLVED 2014/049

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

NOTTINGHAMSHIRE JOINT STRATEGIC NEEDS ASSESSMENT ON SEXUAL ABUSE

Rachel Adams, Public Health Manager, introduced the report on the sexual abuse chapter of the Nottinghamshire Joint Strategic Needs Assessment, and its recommendations. During discussion, members felt that Public Health and the NHS should be urged to review their spending on this area of activity, given its importance.

RESOLVED 2014/050

- 1) That the report be noted.
- 2) That support be given to the recommendations of the Joint Strategic Needs Assessment, which will be taken forward by the Nottinghamshire Domestic and Sexual Abuse Executive on behalf of the Safer Nottinghamshire Board and the Health and Wellbeing Board.
- 3) That Public Health and the NHS be urged to review their spending on this area of activity.

COUNCILLOR BRUCE LAUGHTON

In accordance with the disclosable pecuniary interest declared earlier, Councillor Laughton left the meeting during discussion and voting on the two following items.

REGISTRATION SERVICE FEES FOR 2015/16 AND 2016/17

Rob Fisher, Group Manager, Emergency Management and Registration Services, introduced the report which recommended fees for the Registration Service for the following two years.

RESOLVED 2014/051

That approval be given to the proposed Registration Service fees, subject to any subsequent amendments, in line with imposed changes to national fees.

APPROVED PREMISES FOR CIVIL CEREMONIES

Rob Fisher, Group Manager, Emergency Management and Registration Services, introduced the report and updated the list of approved premises.

RESOLVED 2014/052

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

UPDATE ON EMERGENCY MANAGEMENT AND REGISTRATION SERVICES

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

RESOLVED 2014/053

That the contents of the report be noted.

UPDATE ON KEY TRADING STANDARDS MATTERS

Mark Walker, Group Manager, Trading Standards and Community Safety, introduced the report which updated Members on key Trading Standards matters. He referred also to responses to the current avian flu outbreak, and to the identification of a potential partner in the approved trader scheme.

RESOLVED 2014/054

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

REQUEST FOR RESTRICTION REGARDING THE USE AND SALE OF SKY LANTERNS

RESOLVED 2014/052

- 1) That permission for the release of any sky lanterns from any Council owned land be refused, regardless of the purpose of the release.

- 2) That the sale of any sky lanterns at any Council event or property be refused.
- 3) That the Council's "standard conditions of contract" relating to outdoor events and organised functions on Council owned land ban the release of any sky lantern regardless of purpose.

WORK PROGRAMME

RESOLVED 2014/053

That the work programme be noted.

The meeting closed at 12.10 pm.

CHAIRMAN

06 January 2015**Agenda Item: 4****REPORT OF SERVICE DIRECTOR, ACCESS AND PUBLIC PROTECTION****RISK OF FLOODING ARISING FROM DRAINS AND GULLIES****Purpose of the Report**

1. The purpose of this report is to provide information for Committee regarding the circumstances and risk of flooding arising from drains and gullies.

Information and Advice**Background**

2. A report on the legislative basis for planning, preparing and responding to major floods was provided to Committee in April 2014. The report noted that recent experiences of severe flooding across the UK had raised concerns that flooding is becoming more frequent and more severe, with a growing number of communities affected each year. In such incidents, the victims may experience many weeks of hardship and the local economy can be badly affected. Thunderstorms in Nottinghamshire in summer 2013 and 2007 gave rise to widespread severe surface water flooding resulting in damage to domestic properties, businesses, schools and local infrastructure including roads, electricity substations and sewage works.
3. The report highlighted that, in addition to flooding from watercourses and rivers, there is also a risk of floods when the ground and drainage systems cannot cope with intense rainfall. This can happen with highly localised summer thunderstorms that tend to have a very short lead-time, making them difficult to predict, and can occur where no natural watercourse exists. In discussing these topics, Members raised the issue of flooding potentially resulting from drains and gullies.

Flood Risk Management

4. Legislation governing local authorities interest in flooding falls into two distinct parts; that relating to flood risk management and flood prevention work (which is led by Highways, and is reported to the Transport and Highways Committee), and that relating to the need to plan and prepare to respond when flooding occurs, which is led by the emergency planning team and is reported to the Community Safety Committee.
5. Following the severe flooding of summer 2007, the government commissioned an independent review (the 'Pitt Review') which in 2008 recommended that local authorities should lead on the management of local flood risk, working in partnership with other organisations. Two key pieces of legislation have brought this forward; the 'Flood Risk

Regulations' (2009) and the 'Flood and Water Management Act' (2010). Under this Act, the County Council is a 'Lead Local Flood Authority' and has powers and duties for managing flood risk from local sources (Ordinary Watercourses, surface water and ground water). The role includes investigations after flooding has occurred and flood risk assessment and management. Although this particular legislation does not cover flood emergency response, residents in flood risk areas naturally look to the County Council for support during flooding due to the authority's status as the 'Lead Local Flood Authority.'

Drains and Gullies

6. Drainage is a key feature of local roads design, with systems in place to remove water from the highway to provide a safe surface for vehicles and pedestrians. Routine maintenance and cleaning is required to ensure they continue to work effectively. The County Council's Highways drainage assets include various highway drainage pumping stations and a specialist drain cleaning vehicle. Also, the Authority has utilised CCTV in drains and culverts to identify problem areas. Roadside drains normally connect into larger highway drains and then into watercourses or soakaways. Alternatively, they may connect directly into combined foul and surface water systems of Severn Trent Water.
7. Typically, a drain will have a metal grill as a cover, and these can become blocked with debris and litter in between the sweeping operations carried out by District Councils. Also, if materials such as cooking fat are put into the drains this can accumulate with other materials to block even the most substantial of highways drainage systems. During a flooding incident, materials carried into the drains by flood water can also cause them to become blocked.
8. Flooding problems can occur even when drains are clean and well maintained if the amount of water arriving on the road is greater than the capacity of the drainage system to take it away. Exceptional rainfall, run-off from adjacent areas and rivers overflowing are all circumstances that can lead to flooding even when drains and gullies are in good working order.

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.

RECOMMENDATION

10. It is recommended that the committee notes the content of this report.

PAUL MCKAY

Service Director, Access and Public Protection

For any enquiries about this report please contact:

Robert Fisher – Group Manager, Emergency Planning and Registration
Tel: 0115 977 3681, Email: robert.fisher@nottsc.gov.uk

Constitutional Comments

21. This report is for noting only so no Constitutional approval is required.

Financial Comments (KAS 20/12/14)

22. There are no financial implications contained within 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.

- Nottinghamshire County Council Floods Response Plan.

Electoral Division(s) and Member(s) Affected

- All.

06 January 2015

Agenda Item: 5

REPORT OF THE SERVICE DIRECTOR FOR ACCESS AND PUBLIC PROTECTION

COMMUNITY SAFETY BUDGET UPDATE – REQUEST FOR FUNDING

Purpose of the Report

- 1 To seek approval for committing £3,000 from the Community Safety Budget for 2014/2015 to support safety training for the users of mobility scooters in the County.

Information and Advice

Community Safety Budget

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

Total Community Safety “Initiatives” budget for 2014/15:	£262,379
Total committed so far:	
Contribution to the work of the Safer Nottinghamshire Board (SNB)	£140,000
Victims Support’s Young Witness Service	£7,500
Vehicle Nuisance at Junction 27 – Preparing for injunctive action	£3,500
Gating Orders contingency	£2,000
“In our Hands” (Holocaust education)	£15,000
“I Pledge to Keep on Track” (Youth Crime Prevention Programme)	£25,000
Contribution to Crime-stoppers Cannabis Awareness campaign	£2,000
Rural Crime project	£3,300
Equalities Work (expansion of Show Racism the Red Card etc)	£6,000
Fly Grazing	£1,500
Domestic Homicide Reviews	£5,000
National Scams Hub List: Joint work with Nottinghamshire Police	£20,000
Promoting Community Cohesion	£7,000
Bicycle Safety Project	£3,000
Remaining balance for other initiatives	£21,579

Mobility Scooters- Safety Training

- 4 In line with the rest of the U.K., there has been a continued increase in the number of mobility scooters used by members of the public within our communities. Whilst no accurate numbers are recorded it is acknowledged that these scooters provide many individuals with an opportunity to remain active and involved in the life of their communities and to remain independent in their day to day lives. As such they are recognised as a very beneficial mobility aid. However, they are also relatively powerful and heavy items of machinery in use in otherwise pedestrian areas. Recorded mobility scooter casualties in the County between 2011 and 2013 were:

- serious casualties: 3
- slight casualties: 6
- pedestrian casualties: 6 (in collision with a mobility scooter)

(Source: Notts Police)

- 5 As part of the promotion of safer and stronger communities in the County, the Council has always recognised the key links to road safety with an essential element of this being the education and awareness raising of vehicle users. With the increase in the numbers of mobility scooter users, it has become increasingly important that anyone purchasing a mobility scooter be offered some training to ensure that they can maintain competent control. At the moment there are only very limited statutory controls over the required training any individual should receive once they have obtained a mobility scooter. In a review of mobility scooters undertaken in 2010 by the Government it was concluded that “training on the use of mobility scooters should remain voluntary”.
- 6 In Nottinghamshire, only limited training in the use of mobility scooters is currently available. Reputable suppliers will provide some immediate training in the use of the mobility scooter at the point of purchase, and the Disabilities Living Centre, Nottingham, (DLC), currently offers “one to one” awareness training sessions, when requested by individuals. The DLC acknowledge that due to costing and resource constraints they are only able to offer a very limited service of approximately 50, “one to one” sessions per annum, the majority of which are referrals from persons living within the City.
- 7 In order to increase training and awareness in the safe use of mobility scooters in the County it is proposed that £3,000 be allocated from the initiatives element of the Community Safety Budget, 2014/2015, to enable the DLC to expand and broaden the mobility scooter training they offer. Specifically the funding would allow the DLC to offer training that is:
- well-advertised throughout the County
 - offered at accessible community hub type locations within the County
 - undertaken on a group basis (one to one sessions available when required)
 - focussed on safe usage, maintenance advice, storage, power charging, reputable dealers and repairers.
- 8 Sessions have been costed at approximately £500 each, and each session could accommodate up to 20 participants (depending on the constraints of the venue).

- 9 Future developments would include scoping the feasibility of offering incentives to undergo this type of training. This would include, work with insurance companies and shop mobility schemes to encourage them to consider preferential rates/schemes for those people who can evidence that they have received the training. Work will also be undertaken to link this work to the appropriate areas of the health agenda.

Other Options Considered

- 10 This type of training could be undertaken by a private company. However, costs of this option would be prohibitive. The training proposed will be evaluated after 6 and 12 months to gauge user satisfaction, together with any issues from the provider perspective and to ascertain the feasibility of continuing this type of training within the County.

Reason/s for Recommendation/s

- 11 This proposed training is a direct response to the increased numbers of mobility scooters in use in Nottinghamshire. Whilst it will focus on some of the most vulnerable members of our communities, the safer use of mobility scooters will help to promote the sense of safer communities generally within the County

Statutory and Policy Implications

- 12 This report has been compiled after consideration of implications in respect of crime and disorder, finance, 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.

Financial Comments

- 13 The financial implications are set out in the report and the £3,000 request can be met from the remaining budget.

RECOMMENDATION/S

- 1) It is recommended that Members approve the proposed contribution of £3,000 from the Initiatives element of the Community Safety Budget for 2014/2015 to support the provision of increased training and awareness in the use of mobility scooters.

PAUL MCKAY

Service Director Access and Public Protection

For any enquiries about this report please contact:

Sarah Houlton, Team Manager Trading Standards & Community Safety x 72460 or Anthony Shardlow, Community Safety Officer x 73846

Constitutional Comments (LM01/12/14)

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

Financial Comments (KAS 04/12/14)

16 The financial implications are contained within paragraph 13 of 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.

- None.

Electoral Division(s) and Member(s) Affected

- All.

06 January 2015

Agenda Item: 6

REPORT OF THE SERVICE DIRECTOR ACCESS AND PUBLIC PROTECTION

Temporary Project Manager in Trading Standards and Community Safety for Income Generation

Purpose of the Report

1. To seek Member approval for the establishment of a new temporary Project Manager post within the Trading Standards and Community Safety Service to maximise opportunities to generate income.

Information and Advice

2. The Trading Standards function of the Trading Standards and Community Safety Service has the following budget reductions to achieve in 2014/15 and 15/16, signed off by Council in February 2014. A significant proportion is to be realised from increasing the amount of income generated:

	14/15	15/16	TOTAL
Staffing	£191k	£79k	£270k
Income	£66k	£88k	£154k
Running Expenses	£35k	£28k	£63k
Total	£292k	£195k	£487k

Background

3. The Trading Standards and Community Safety Service have a good track record of attracting additional income. Stretching income targets set over many years have demonstrated that the skills of the service are in demand from within the Authority, the Private Sector, and also other local authorities.
4. The income raised enables the authority to maintain a high performing, nationally recognised Service, at a low relative net cost to taxpayers, by contributing to the overheads of running the service.

5. The service has been commissioned to deliver services on behalf of many partners through understanding their needs and delivering effective outcomes. Examples include:
 - delivering tailored support and advice to businesses through Primary Authority Partnerships with over 30 businesses
 - delivering the Trading Standards East Midlands Scambusters Team, and other investigations of national significance on behalf of the National Trading Standards Board
 - developing an Environmental Weight Restriction enforcement campaign for colleagues in Highways
 - tackling the supply of illicit tobacco within Nottinghamshire to reduce smoking prevalence, commissioned by Public Health colleagues
 - delivering the Animal Health Service on behalf of Nottingham City Council
 - delivering Animal Feeding Stuffs and Food Standards Enforcement work on behalf of the Food Standards Agency, and other local authorities
 - selling other specialist services, such as Accredited Financial Investigator services, to other local authorities.
6. The service is one of a few nationally currently exploring the full income generating potential of Trading Standards Services. Progress to date has been secured using officers within the service with the technical expertise to develop and promote the services. The role has been as an 'add-on' to existing duties.
7. Having now established a portfolio of services, and a good reputation with its customers, the service is now looking for dedicated resource to identify and develop new and existing income streams, both within Nottinghamshire and further a field. The service is in a more advanced position than others in the marketplace, but this will change if progress is not maintained.
8. The skills required to take this next step are more entrepreneurial, such as marketing, project management, sales and promotion, customer service skills, are more akin to those found in the commercial world than can be usually found in a Trading Standards professional.
9. Changes nationally to the Consumer Law landscape, outcomes of reviews such as the Elliott Review into the Horsemeat crisis, emerging issues such as the latest Avian Flu outbreak, and financial reductions to other Trading Standards services mean that the demand for skilled Trading Standards resource continues to increase, which impacts on our ability to meet income targets.
10. By having dedicated resource committed to exploiting potential opportunities this will attract income in excess of the cost of that post. A three year period should enable a robust model to be established to reduce the net cost of the core Service going forward for the medium and long term.
11. It will be important that the success of the post in attracting income is robustly monitored and evaluated. The Service currently has a Project Board, chaired by the Service Director, with oversight for all elements of the Service's budget reduction programme. The performance of the role will be managed at officer level through this existing mechanism.

Political oversight will be ensured via regular budget monitoring reports to the Community Safety Chair on a monthly frequency and further reports as required to the full Committee.

12. The Committee is therefore asked to:

- approve the establishment of a temporary post - Project Manager for Additional Income Generation, 1 FTE post, temporary for three years, Band D, scp 42-47, £35,784 - £40,254 plus on-costs and casual car user allowance (subject to job evaluation)
- reaffirm approval for the Trading Standards and Community Safety Service to more actively seek out opportunities to generate income within Nottinghamshire and also other local authority areas, where it is in the best interests of Nottinghamshire residents.

Other Options Considered

13. The use of existing Trading Standards departmental and corporate resources has been considered, however there is no available capacity to undertake this work without impacting on existing savings programmes or reducing essential service management resources. The implementation of this transformation programme is considered to be fundamental to ensure the Council continues to meet its statutory responsibilities and delivers a sustainable social care service in the future.

Reason/s for Recommendation/s

14. In respect of the Income Generation post, the Service requires the investment of additional resource over the next 3 years to develop a sustainable income generation model for the medium to long term.

Statutory and Policy Implications

15. This report has been compiled after consideration of implications in respect of crime and disorder, 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.

Financial Implications

16. The Project Manager post will be funded from departmental budgetary provision.

Human Resources Implications

17. The Project Manager post will require an evaluation to determine the grade and will need to be submitted for job evaluation prior to being advertised. All other implications are reflected in the report.

RECOMMENDATION/S

1) It is recommended that Committee:

- approves the establishment of new temporary Project Manager in the Trading Standards and Community Safety Service on the indicative costs outlined above
- reaffirm approval for the Trading Standards and Community Safety Service to more actively seek out opportunities to generate income within Nottinghamshire and also other local authority areas, where it is in the best interests of Nottinghamshire residents.

PAUL MCKAY

Service Director Access and Public Protection

For any enquiries about this report please contact:

Mark Walker, Group Manager, Trading Standards and Community Safety.

Constitutional Comments (LM 19/12/14)

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

Financial Comments (KAS 20/12/14)

19. The financial implications are contained within Paragraph 16.

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 to Full Council, 27 February 2014: *Annual Budget 2014/15*.

Electoral Division(s) and Member(s) Affected

- All.

06 January 2015

Agenda Item:7

REPORT OF SERVICE DIRECTOR, ACCESS AND PUBLIC PROTECTION

ICT STRATEGY – COMMUNITY SAFETY PROJECTS UPDATE

Purpose of the Report

1. To provide an update on progress with ICT strategy and delivery on areas within the remit of the Committee.

Information and Advice

2. This report provides information on the ICT delivery currently in progress for Community Safety, Public Protection, Trading Standards, Emergency Planning and Registration services.

ICT Strategy Update

3. Interim cover: The current Technology Partner for this service area is departing NCC on 2 January 2015. It has been arranged that Tracy Hill, Technology Partner for Children, Families and Cultural Services, will provide cover to this area in the interim until a replacement is in post.
4. A new ICT Project and Programme Delivery Process, consisting of four phases, has been developed. **Appendix A** provides an overview of this.
5. The Chairman has requested that the Committee receives ongoing updates on live and proposed projects.
6. Current live projects:

Project Title	Strategic Theme	RAG Status	Target Qtr	Status	Notes
Registrars Portal	Customer Channel Shift/ Digital First	G	Q3 2014	Approved	See below

Lorry Watch	Business Drivers	A	<i>Trading Standards to confirm</i>	Approved	See below
Mobile Solutions- ASCH-Public Protection	Workforce Mobilisation	G	Q3 2014	Approved	See below
Review of the Emergency Planning suite	Reliability & Compliance	G	Q1 2015	Approved	See below
Trading Standards Case Management System	Business Drivers	G	<i>Trading Standards to confirm</i>	Approved	See below

Live Project	Notes
Lorry Watch	There has been further collaboration between Highways and Trading Standards about this and testing is pending cameras being mounted. However there has been no further requirement for ICT involvement yet and ICT are awaiting further clarification of business requirements.
Registrars Portal	The NCC hosted infrastructure build has been completed and is undergoing thorough testing to ensure it is fit for purpose, robust and resilient. ICT Services are continuing to work in partnership with Erskine Design on migration of content from the former hosted environment to the new infrastructure. ICT are in liaison with the Registration Team's Business Support Administrator on how she can edit and author content on the portal. The date for going live is dependent on the Registration Team's wishes but is thought to be technically achievable within the final quarter of 2014/15.
Mobile Solutions- ASCH-Public Protection	<p>The current focus of the Mobilisation programme is about creating capacity for frontline social work teams wherever there is an assessment element to their work. Senior Leadership Team prioritised Older Adults and Hospital teams as being within scope for the current rollout of the new Lenovo ThinkPad devices for mobilisation (known as Tranche 1). This activity is likely to extend to Easter 2015.</p> <p>Work has already commenced on scoping up Tranche 2, which is scheduled for agreement by mid-February 2015.</p>
Review of the Emergency Planning Suite	The requirements captured with the Group Manager, Emergency Management and Registration, in October 2014 were written up and discussed with the Solutions Build Group (SBG). This project is now in the 'Discovery' stage (please refer to the 'Customer delivery project process' document which is attached). A Business Analyst has been allocated to work together with the Emergency Planning team to assess

	the list of requirements and to determine which have the highest priority and to move them forward through the project processes to delivery.
Trading Standards Case Management System	ICT Services was asked for an extremely quick turnaround for support to procurement of a case management system. GCP worked together with the Trading Standards team to achieve approval for them to procure a system named Crimson, which is already in use with Scambusters. As the system is hosted externally there has been no further need for involvement from ICT following the procurement.

7. Projects being scoped:

Requirements	Progress made and next steps
Scoping up of mobilisation requirements for Community Safety	The Transformation Team lead officers are currently building up business cases for mobilisation. They met with the Team Manager, Community Safety and Trading Standards, to assess the business case for Community Safety and further discussions around potential savings are needed. This will be revisited in January as part of the work leading scoping activities for the Mobilisation Steering Group.
Scoping up of mobilisation requirements for Trading Standards	<p>A meeting took place with Trading Standards on 9 December where three main processes were identified for mobilisation, which were:</p> <ol style="list-style-type: none"> 1) Safety visits for food & feed assessments 2) Capture of section 9 witness statements 3) Environmental Weight restrictions teams <p>A mobile solution for the first process would enable extra visits to be undertaken and therefore income to be generated by selling NCC services</p> <p>The second of these processes above is currently high volume for the service with 500+ occurring in a year and currently involves writing and retyping.</p> <p>ICT Services is supplying a Business Analyst resource to work with the Improvement Programme and Trading Standards in January in further developing the business case, which should be complete by mid-February 2015.</p>

Reason/s for Recommendation/s

8. For Committee members to note the progress described in the report and to be aware of the ICT priorities for the above services, which have been developed in partnership with stakeholders from those services.

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.

RECOMMENDATION/S

- 1) It is recommended that Committee note the new project process on the update information on live projects and those projects that are currently being scoped.
- 2) That the Committee receives further update reports on a regular basis.

Paul McKay
Service Director, Access and Public Protection

For any enquiries about this report please contact:

Tracy Hill, Technology Partner, tracy.hill@nottscc.gov.uk, Tel. 0115 9932753

Constitutional Comments

10. As the report is for noting only no constitutional comments are required.

Financial Comments (MM 23/12/14)

11. There are no financial implications contained within 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.

- Presentation to SLT December 2014 (PowerPoint presentation)

Electoral Division(s) and Member(s) Affected

- 'All'.



06 January 2015**Agenda Item 8****REPORT OF THE SERVICE DIRECTOR, ACCESS AND PUBLIC PROTECTION****ADULT SOCIAL CARE, HEALTH AND PUBLIC PROTECTION – LOCAL ACCOUNT 2013-14****Purpose of the Report**

1. To inform the Community Safety Committee of the 'Local Account 2013-14' containing information specific to public protection services in sections 8 and 9 (appendix attached). The report was approved for publication by the Adult Social Care and Health Committee on 03 November 2014.

Information and Advice

2. The Association of Directors of Adult Social Services (ADASS) has recommended that all councils with social care responsibilities produce a 'local account' as a means of reporting back to people on the quality of services and performance in adult social care. Local Accounts were described in the Department of Health's 'Transparency in outcomes: a framework for adult social care' consultation paper (November 2010, section 4) as a way of being more open and transparent about the care and support that is provided locally by the Council.
3. The department has previously produced three Local Accounts for 2010-11, 2011-12 and 2012-13. Although this is not a statutory requirement, it is a document which is viewed as a key means of communicating with a variety of key stakeholders. The information within the Local Account acknowledges the invaluable contribution made by our health and care partner organisations. In order to ensure we have rightly represented this contribution and have accurately described how we plan to work together in the future, we have consulted with key partners in the preparation of the final document.
4. The purpose of the Local Account is to make the people of Nottinghamshire aware of the work undertaken by the Department during 2013-14, in relation to both social care and public protection. It uses a combination of performance information, survey results and case studies to demonstrate how Nottinghamshire County Council has enhanced the quality of life for people using care and support services.
5. The Local Account helps publicise the range and scale of services we provide. It includes plans to develop our services in the current and future years in line with the County Council's Strategic and Annual Delivery Plans. The Local Account will be published as a council wide document and made available to the public through the Nottinghamshire County Council website.

Statutory and Policy Implications

6. This report has been compiled after consideration of implications in respect of finance, the 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.

Implications for Service Users

7. The Local Account provides information to people who use or require social care and support services about the types of services that are available.

RECOMMENDATION/S

- 1) It is recommended that the Committee notes the relevant sections and the content of the report.

Paul McKay

Service Director Access and Public Protection

For any enquiries about this report please contact:

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Constitutional Comments

8. There are no constitutional comments as this report is for noting purposes.

Financial Comments

9. There are no financial implications arising from 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:

- ASCH262 – Adult Social Care, Health & Public Protection - Local Account 2013-14.

Electoral Division(s) and Member(s) Affected

- All.

8

How we safeguard adults whose circumstances make them vulnerable and protect them from avoidable harm

Safeguarding vulnerable adults

We are committed to ensure that people are free from physical and emotional abuse, harassment, neglect and self-harm and that people enjoy physical safety and feel secure.

Adults safeguarding is about both preventing abuse and neglect, enabling adults to retain their independence and promoting good practice when responding to specific concerns. Where abuse or neglect is suspected or alleged, Nottinghamshire's Safeguarding Adults Procedures can be used by the organisations involved to ensure that services provide a consistent and comprehensive response.

In our 2012-13 Local Account we said we would ...	In 2013-14 we have
We will enable people to live with the risks inherent in living independently whilst ensuring they are safeguarded from significant harm.	<p>Continued to learn lessons from cases to improve the way we safeguard adults at risk</p> <p>Commenced a review of our procedures "following a referral" with an emphasis on providing outcomes that are "right" for the individual</p> <p>Carried out a strategic review of the Care Home Sector and agreed a consistent approach with health colleagues to tackle those Care Homes which persistently provide poor quality care</p> <p>Realigned MASH and the Adult Access Service to provide a "seamless" service when contacting Adult Social Care regardless of the nature of the concern</p>

Review of Policy and Procedures

In recent years the focus of adult safeguarding work has moved towards a "person centred approach". In October 2013, Nottinghamshire participated in national research to identify best practice around "making safeguarding personal". This review, together with the requirements of the Care Act (The Care Act is the single most important legislative change for Local Government at the moment – there is a section at the end of this report with more information) helped us to review our Procedures and Guidance.

The new Policy and Procedure was implemented in the summer of 2014. In practice, this means:

- We have an approach which puts the person at the centre of the safeguarding work, leading to the outcomes that people want.
- Safeguarding assessments will focus more on what support the person wants to manage future risk.

- There will be a proportionate response to allegations of abuse, meaning gathering evidence to ascertain whether abuse has occurred or not will be required less frequently.
- Where investigative work is required, there is greater clarity around partner agency roles and responsibilities.
- Improved recording of safeguarding work.
- We have a process that is clearer for staff to navigate, making it easier to complete appropriately and within timescales.

The National Capability Framework

In 2013/14 the Council led work to embed the National Capability Framework (NCF) for Adult Safeguarding across the organisations which are members of the Nottinghamshire Safeguarding Adults Board (NSAB). The national framework helps us to develop the skills of our staff to provide a consistent approach to safeguarding adults. It clearly sets out a minimum standard of knowledge and skills which are needed by staff who undertake different roles in relation to adult safeguarding. It also gives managers a tool to evaluate the performance of workers and identify training needs.

We also have a Quality Assurance Scheme for training which provides us with a common approach to ensure safeguarding training which is being delivered is consistent and of a high standard. The scheme has been implemented in all NSAB member organisations.

Serious Case Reviews

The Local Authority, through the serious case review sub group of NSAB, considers and commissions reviews of cases where individuals have died or been seriously injured and abuse or neglect is known or suspected to be a factor in their death.

- In 2013/14 the serious case review sub group monitored the completion of recommendations from previous serious case reviews and received presentations from senior people within organisations on how their service had improved as a result
- In October 2013 we commenced a review following the death of a young woman in a hospital setting who had been detained under the Mental Health Act

Multi-Agency Safeguarding Hub (MASH)

The MASH is the county's first point of contact for new safeguarding concerns for vulnerable children and adults. The MASH in Nottinghamshire is one of only a handful of safeguarding hubs that handles concerns about both children and vulnerable adults. It has significantly improved the sharing of information between agencies with over 60 staff from the Police, Health, Probation Trust, Schools, Children's Social Care and Adult Safeguarding working together in the MASH office.

The MASH receives safeguarding concerns from professionals such as teachers and doctors as well as members of the public and family members. During 2013/14 – 4,751 adult safeguarding referrals were received, assessed and allocated via the MASH.

Safeguarding Adults Awareness Survey

Between June and August 2013 we carried out a safeguarding adult's awareness survey which sought to capture information about what the public understands about adult safeguarding (for example - what it is, how to recognise it, what to do about it and how to report it). The information we received has enabled us to target our communications strategy towards ensuring the public are aware of the most appropriate way to report adult safeguarding concerns.

Coroner's Services

We continue to work with the Coroner and her staff to route referrals through safeguarding procedures and to ensure that social care staff within the Council and within the independent sector are appropriately trained about the importance of good standards of care, proper implementation of procedures and of good comprehensive record keeping.

Protecting the Public

Feedback...

The Trading Standards Service is receiving national recognition for its innovative work as a partner within the Multi Agency Safeguarding Hub (MASH). Being an integral part of the MASH, Trading Standards Officers are able to identify victims of doorstep crime and scams and work more effectively with social care colleagues to protect them from repeat victimisation and help them to remain independent in their own homes.

In our 2012-13 Local Account we said we would ...	In 2013-14 we have
To continue to develop effective intelligence-led enforcement action to tackle rogue traders.	<p>Implemented the key features of the National Intelligence Model in the Service.</p> <p>Undertook investigations and prosecutions against a number of individuals deliberately flouting the law or posing significant health and safety risks.</p> <p>Developed prevention and protection measures to reduce the number of vulnerable people falling victim to a range of scams and frauds.</p> <p>Developed more relationships to support legitimate businesses to allow us more time to concentrate on those deliberately breaking the law.</p>

Action against Problem Traders

The Trading Standards and Community Safety Service continue to tackle those traders causing the most detriment to Nottinghamshire residents.

A Director of Kirby-in-Ashfield based car trader 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 £2,300 prosecution costs were ordered to be paid. In summing up, the District Judge commended the Trading Standards for the way it had pursued the matter to its conclusion.

Safeguarding Vulnerable People

The Trading Standards Service continues to develop our work with partner agencies to protect older and vulnerable residents from falling victims to scams or unwittingly signing up to expensive unnecessary commitments.

Nationally Mass marketing scams cause around £3.5 billion of detriment annually to consumers. Vulnerable and disadvantaged residents are deliberately and repeatedly targeted causing significant harm to their health, well-being and independence. The Service signed an agreement with the new National Scams Hub to receive referrals regarding identified Nottinghamshire repeat scam victims. We are working with local partner agencies to raise awareness of mass marketing scams and to intervene to protect the vulnerable residents identified. The financial detriment involved is often great, with two Nottinghamshire victims having lost £250,000 and £300,000 to scams.

Scam Alert Service

During the year we issued 15 warnings to communities to help them protect themselves. Nottinghamshire Alert is a web-based, secure messaging system that allows Nottinghamshire Police, Neighbourhood Watch and other public organisations to distribute messages concerning community safety to members of the public quickly and efficiently. Alerts are predominantly sent by email, but text and voicemail can also be used.

E Crime

Crime perpetrated or facilitated using computers or the internet continues to cause problems. The Service continues to develop its skills and tactics to combat the threats.

During one investigation, a website host for a rogue home improvements company was identified. The website contained a number of false claims, and also gave false addresses for the business. We worked with the webhost business to remove the problem site, and to also introduce a system to ensure that all of the other 900 websites it hosts have genuine contact details on.

Product safety

The Service continues to ensure that products supplied to our residents are safe to use by working with importers and suppliers in the County to implement systems to ensure products are safe.

A business and its Director from the West Midlands were prosecuted for supplying dangerous products. The company sold a tread mill to a Nottinghamshire man. On setting up the equipment, the arms sprung out and severed his middle finger. The company were not able to show that they had a sufficient due diligence system in place to ensure the products they supplied were safe. On conviction, the Crown Court fined the Company £30,000 while the Director was fined £6,000.

Supporting business

The Service continues to actively support businesses based in the County to comply with consumer protection law in the most efficient way possible.

The Service entered into 18 new Primary Authority partnerships with businesses in the year. The agreements give the companies the confidence to trade more widely and grow their businesses, as the advice that they receive is binding on all enforcers nationally. The businesses pay for the cost of this advice, bringing funds into the Authority.

Protecting the Young

The Service is engaged in a range of activity to protect our young people.

The Service assisted Public Health England with a national project to assess the ease with which young people were able to buy E-cigarettes. The Government has plans to introduce age restrictions for these products, and this exercise was designed to obtain base line data of the current scale of the problem. The Authority conducted 20 test purchases, using a 14 year old volunteer who was able to purchase products at 4 (20%) of the premises visited.

The Service conducted a project to assess the level of diligence by off licences when checking the identity cards of people attempting to buy alcohol. Only 30% of the 97 premises visited refused sales to test purchase volunteers given identity cards that clearly belonged to someone else. The project raised awareness amongst retailers of the need for greater vigilance by their staff when selling alcohol.

Lorry Watch

Trading Standards have continued to support the Highways team and to protect Nottinghamshire residents by enforcing vehicle weight restrictions - 87 enforcement exercises were carried out in 33 different restrictions, and 152 breaches identified. The Service has worked with County Councillors, Parish Councils, Local residents, County Council Highways representatives and contractors to look at individual problem areas to understand the causes and to identify solutions, including alterations in signage and amendments to the Orders that

implement the restrictions. There have also been discussions with some of the Haulage companies to amend their routes.

The Community Safety Team

The Community Safety Team joined the Adult Social Care and Public Protection in April 2014. Team members contribute to tackling crime and disorder issues priorities and work with other departments and external agencies to ensure an integrated approach to tackling issues affecting community safety such as anti-social behaviour, domestic violence, hate crime and drug and alcohol misuse. The team also co-ordinates the meetings of the Safer Nottinghamshire Board. Next year's Local Account will report on the team's work in 2014-15.

Emergency Planning

The Emergency Planning Team continued to fulfil its' role of facilitating the maintenance and development of resilience within the County Council and as a leading participant in the work of the Local Resilience Forum (LRF). This included chairing a range of key planning sub groups. The team fulfilled the County Council's commitment to the Service Level Agreement with the District and Borough Councils. During 2013-14 the team:

- Responded to severe flooding events during summer 2013, and engaged with affected communities afterwards to promote and support Community Resilience.
- Revised and updated County Council emergency plans, including that for Winter Weather, the Major Incident Plan for the One-Call Stadium in Mansfield, and the Elected Members Emergency Plan.
- Was a major contributor to Local Resilience Forum planning for Site Clearance and Emergency Mortuaries.
- Training events in support of key plans, including Water Awareness, Flood Wardens and 4X4 drivers.
- Key roles in exercises to validate plans, for example multi-agency emergency response to flooding and for emergency accommodation.

Registration and Celebratory Service

The service maintained its' full range of statutory functions, marking the major milestones of life from cradle to grave, while further developing the range of enhanced and non-statutory services offered to the public. In particular, the service was able to develop its expertise in civil funeral and nationality checking. Improvements were also made to the customer journey through registration services and to the information available on the internet. During the year the service:

- Registered 8701 births and 5583 deaths.
- Held 2370 weddings and civil partnerships at register offices and approved premises, such as hotels.
- Completed 169 other ceremonies, including the introduction of Civil Funerals.
- Welcomed 660 new British Citizens.
- Relocated Registration Offices in Newark and West Bridgford.
- Introduced a Nationality Checking Service.

9

Our areas for development from 2014-15 onwards

A number of key areas of development during 2014-15 have been identified below. These key actions linked to the priority outcomes for residents of Nottinghamshire in line with the County Council's Strategic and Delivery Plans. This section also highlights the opportunities and challenges presented by the introduction of the Care Act.

The most vulnerable adults will be effectively protected and support;

- Agency Safeguarding Hub (MASH) will be reviewed with partners, to ensure that they support the appropriate referral and information sharing for the most vulnerable children and adults
- We will update our Adult Safeguarding processes to reflect changes in the Care Bill. This will improve our processes and practice to ensure the service user is at the centre of all we do
- In response to the findings of the Department of Health report 'Transforming Care; A National Response to Winterbourne View Hospital' we will seek to return people who have been placed out of county back into Nottinghamshire
- We will consolidate the intelligence we have about our residential care homes, use this for the early identification of poor quality and work with these providers to improve standards of care

The public are confident that Nottinghamshire is a safe place to work and live;

- We will focus on 15 Partnership Plus Areas in Nottinghamshire (with Safer Notts Board partners including Police and Crime Commissioner) providing administration of £392,000 of PCC funding for local priorities
- We will ensure effective spend of £364,000 Community Safety Budget including £25,000 for IPledge project to target 20 Nottinghamshire schools and £15,000 to work with three communities (Worksop, Mansfield and Eastwood) on the In our Hands project
- We will work with partners in Public Health, Trading Standards and Community Safety to address issues with vulnerable people including mental health issues through local vulnerable people panel e.g. setting up an event to be attended by agencies who work with vulnerable people to identify improvements to outcomes
- We will set up email alerts for scams using 'Emailime' to inform and enable residents to prevent and protect themselves
- As part of the Neighbourhood Policing Review, we will work with the Police to ensure that the views of the Borough / District and County Councils in Nottinghamshire help to shape how Neighbourhood Policing will operate in the future

Nottinghamshire is a fair and safe place to do business;

- We will promote a fair, safe and thriving local economy by: providing high quality basic trader advice and guidance, expanding our tailored advice to and partnerships with legitimate businesses (on a cost recovery basis) and tackling those rogue traders who adversely impact legitimate businesses
- We will increase our work with other agencies and organisations to protect more vulnerable residents from frauds, scams and other crimes. We will tailor our intervention dependant on the type of problem and those most at risk from it and this will include working with colleagues across the social care spectrum and working more closely with the Police and others
- We will expand our use of a variety of communication channels, including emerging technologies such as social media, to share key messages/alerts to empower individuals and businesses to protect themselves

People with health and social care needs are able to maintain a satisfactory quality of life;

- We will support the development of new Extra Care Housing and Supported Living Services for older and disabled adults
- We will work with health and social care colleagues around the issue of falls and to improve transfers of care for older adults leaving hospital, including campaigns to promote the increased use of assessment beds and increased awareness of falls support services
- We will develop the range of preventative services to support adults to remain living at home safely for longer and promote these through the Council and health partners
- We will fund a specialist 'Compass Worker' within each Intensive Recovery Intervention Service to support carers looking after a person with dementia through practical help, information and emotional support
- We will implement and evaluate the Carers' Crisis Prevention Service as part of the Home Based Services contract

Enable people to live independently and reduce their need for care and support;

- We will maximise the number of both Younger and Older Adults who are enabled to remain living in their own home through refining the reablement process for Physical Disability and closer monitoring of all requests for admissions and revising panel processes
- We will help people to remain at home for as long as possible by providing a suitable period of reablement and rehabilitation to help maximise and maintain independence
- We will provide assistance to Carers so they are able to continue to provide the essential support for the people they care for
- Through our 'Living at Home Programme' and specifically our Extra Care schemes we will continue to reduce the amount of permanent admissions to residential and nursing homes

People have a positive experience of care and health support;

- We will develop a tool that determines people's eligibility to be checked in advance. This will enable decisions to be made quicker and allow us to target our services to support the users and carers in greatest need
- We will make key information available to enable providers who are considering developing or setting up businesses in Nottinghamshire, to ensure there is a range of providers to meet social care needs
- We will improve access to and review information provided on Choose My Support online directory. We will establish future needs and options for a web based information and directory through joint working with Special Educational Needs and Disability

Improved integration with health care delivers improved services focussed on those with the greatest need;

- In line with the Better Care Fund, working with the health service, GP's and other organisations we will reduce avoidable admissions to hospital. When people are admitted, we will work together to reduce the length of their stay and enable them to return home sooner
- By 2015 we will reduce the amount of people admitted directly to a Care Home from hospital by ensuring that all people are considered for a period of reablement or rehabilitation
- We will implement the Health and Well-Being Strategy to enable people with health and social care needs to be able to maintain a satisfactory way of life
- We will work with NHS Trusts within Nottinghamshire to improve the integration of transfers of care from NHS to care services – reducing any delays

The Care Act – looking forward

The Care Act is the single most important legislative change for Local Government at the moment. **It will fundamentally change the way that care and support for adults and support for carers is provided in Nottinghamshire.** It provides a new legal framework which governs responsibilities and duties; it will change the way that social care and health is delivered, and the way that care and support is paid for in England

We have established a **Care Act Implementation Team** to enact the required changes and manage the risks for implementation. The requirements have been divided into fourteen specific workstreams, which are led by a named manager(s). Progress against each workstream is reported back into the wider Programme, with the overall programme managed via the Care Act Programme Board, chaired by a senior officer from Nottinghamshire County Council.

Timescales

- The Care Act became law in May 2014 (the act itself establishes what needs to be achieved; the new regulations, guidance and funding reforms detail how this will these changes will be made).
- Draft social care regulations and guidance released initially for consultation, to be finalised in October 2014. Draft regulations and guidance on the funding reforms are expected in autumn 2014 for consultation, but it is anticipated these will not be finalised until late 2015.

The Care Act sets out new and extended responsibilities for social care, health and housing.

On the one hand it gives opportunities to review and improve services and ensure that people's needs are met, promoting their wellbeing and providing or arranging services or resources to help prevent, delay or reduce the development of needs for care and support.

On the other hand it presents new challenges for both Nottinghamshire County Council and its partners. There are very significant financial and resource implications to meet the new statutory requirements.

The Care Act together with the Better Care Fund and provides a framework for co-operation and integration with health, housing and other health related services. This framework includes the following areas:

- strategic commissioning and planning, including developing a diverse, sustainable and high quality market place to buy social care and health support
- access, assessment and planning for care and support, including integrated personal health budgets
- integrated advice and information across health, district councils and other partners
- joined up service delivery.

In response to these challenges, the Care Act and Integration with Health programme is a key area of activity within the Council's Transformation Programme as described in the document '**Redefining Your Council**'. The implementation of the Adult Social Care Strategy will ensure that we deliver these new duties and responsibilities in the most effective and cost effective way.

06 January 2015**Agenda Item: 9****REPORT OF THE SERVICE DIRECTOR FOR ACCESS AND PUBLIC
PROTECTION****COMMUNITY SAFETY UPDATE****Purpose of the Report**

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

Gypsy & Traveller Liaison Officer

2. The County Council has a legal requirement under the Human Rights Act (1998) and the Housing Act (2004) to have adequate provision of authorised encampments, and to represent the interests of Gypsies and Travellers. For a number of years the County Council has provided funding for a Gypsy & Traveller Liaison Officer (GTLO) within the County. The key purpose of this role is to:
 - develop improved relationships between the Gypsy and Traveller communities of Nottinghamshire, local agencies and the wider community and ensure relevant agencies take account of the needs of the Gypsy and Traveller communities and their services are accessible to these groups
 - carry out welfare assessments, on behalf of Nottinghamshire County Council, on all unauthorised encampments on land which Nottinghamshire County Council either owns or has responsibility for.
3. The current GTLO works 3 days a week and is employed by the voluntary organisation Networking Action with Voluntary Organisations (NAVO). The County Council has a service level agreement with NAVO to provide the £24.7k funding for the post. In April 2014 responsibility for this area of work was transferred from Corporate Strategy to the Trading Standards and Community Safety Service.
4. At a Special General Meeting held on 15 October 2014 the NAVO Executive Board agreed that due to the lack of long term sustainable funding, NAVO will formally close on Tuesday 31 March 2015.
5. Following discussions with NAVO it is proposed that from 1 March 2015 the Gypsy and Traveller Liaison post be transferred into the County Council to be directly employed within the Trading Standards and Community Safety Service. The current post holder is in agreement with this proposed arrangement.

Vehicle Nuisance: County Court Injunction (update)

6. The application to consider the extension and variation of the existing injunction in place around Victoria Retail Park, Netherfield was heard at Nottingham County Court on 26 November 2014. The Court extended the duration of the existing injunction for Netherfield (which was due to expire on 3 December 2014) until the end of January 2015 to enable further consideration. Applications for Junction 27 and Chilwell have been adjourned to 16 January 2015 for further consideration.

Rural Crime Conference

7. The second Nottinghamshire rural crime conference took place at the Newark Show Ground in November 2014 with a view to raising awareness of rural crime, including plant and machinery theft as part of an ongoing multi-agency campaign to tackle the problem. This work is supported by a contribution of £3,300 from the 2014/15 Community Safety Initiatives Budget. Rural crime costs many millions of pounds in the UK every year, leading to loss of farming business and an adverse impact on communities through increased costs.
8. The event took place alongside the Midlands Machinery Show organised by the Newark and Nottinghamshire Agricultural society, which provided a platform for small and medium sized agricultural businesses to show their diverse range of machinery to those who work in agriculture and have an interest in agriculture.
9. Councillor Alice Grice opened the conference introducing speakers from Nottinghamshire Police the Office of the Police and Crime Commissioner and the Nottinghamshire Crimestoppers Trust, who outlined their organisation's commitment to tackling the problem.

Safer Nottinghamshire Board (SNB) Hate Crime Conference

10. Community Safety Officers worked with partner agencies to organise the SNB Hate Crime Conference which took place on 15 December 2014. The conference was an opportunity to shape the future direction of the SNB Hate Crime steering group and to:
 - look at good practice and identify the next steps in tackling hate crime
 - reflect on current thinking and recent research on hate crime
 - implement improvements in victims' experience of hate crime
 - understand how hate crime is dealt with through the criminal justice system and by the police
 - develop and agree improved approaches to tackling hate crime.
11. Speakers and workshops included a mixture of experts and practitioners including the Police and Crime Commissioner, Paddy Tipping, the SNB Hate Crime Champion Ruth Hyde and a representative from the Nottingham Citizens (a network of 20 diverse institutions). The event was aimed at voluntary, community and public agencies working to reduce hate crime in Nottinghamshire (including Nottingham City).

Partnership Plus Areas Review

12. Earlier this year the Safer Nottinghamshire Board (SNB) commissioned a review of Partnership Plus Areas (PPAs) within the county. The review was to identify the effectiveness of PPAs to date and recommend any improvements going forward. The Chief Executive of the Nottinghamshire Office of the Police and Crime Commissioner has led the review supported by a multi-agency steering group. A presentation was given to the September meeting of the SNB outlining the results of the review to date. These include:
- the need for a PPA Champion from a county-wide agency at senior manager level
 - greater involvement of local communities and individuals in PPAs
 - PPAs having a wider remit than crime and disorder
 - better co-ordination of PPAs with other initiatives, including the Preventing Demand strategy, the Supporting Families programme and work protecting vulnerable people
 - refreshed involvement of Elected Members in PPAs.
13. These recommendations were all approved by SNB. Since that meeting Nottinghamshire County Council's Chief Executive, Mick Burrows, has agreed that he (and his successor) will be the SNB PPA Champion, supported by one of our Community Safety Officers. Mick Burrows has written to all partners to confirm this and he will lead a small multi-agency working group to undertake the next phase of the review.
14. The working group will then report to the PPA steering group (where all districts are represented) and then ultimately to SNB. Safer Nottinghamshire Board have agreed that the review will now continue until October 2015 (to allow other agendas to fall into line) and so the current PPAs will continue (and be funded) until 30 September 2015.

Health Education and Academic Resilience Group

15. One of our Community Safety Officers is currently part of a Public Health led working group reviewing the County Council's provision of Personal, Social and Health Education into schools. The aim is to move from the current provision of individual health interventions and projects to developing a co-ordinated package to meet the holistic health needs of young people. There is currently an eclectic range of schools based interventions on offer, a number of which are commissioned by Public Health or other Council departments. The review aims to ensure that interventions are complementary of each other, do not duplicate and identify scope for commissioning a number of these interventions together.
16. The desired outcomes of the programme are for safe, healthy, happy, resilient young people who achieve their potential and contribute to their community. The aim is for a lower prevalence of young people smoking, being overweight or obese, using substances, becoming teenage parents, experiencing bullying, poor school attendance, school exclusions, and improved attainment etc.

Other Options Considered

17. As the Gypsy and Traveller Liaison Officer (GTLO) role has a county wide remit the County Council is the most suitable employer. If the post were employed by one of the District Councils it would be difficult to provide the necessary county wide focus.

Reason/s for Recommendation/s

18. This report is a regular update to the Community Safety Committee to keep them abreast of local and national developments and our community safety work.
19. As the Trading Standards and Community Safety Service already has responsibility for this area of work the transfer of the GTLO role to within the Service would enable a seamless transition and continuation of this important work.

Statutory and Policy Implications

20. 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

HR Implications

21. The GTLO post holder will be covered by TUPE "Transfer of Undertakings (Protection of Employment) Regulations 2006".

Finance Implications

22. The cost of the GTLO post will be funded from the mainstream budget set aside to pay the SLA.

RECOMMENDATION

23. It is recommended that the Community Safety Committee:
 - i. notes the various developments in the areas of work contained within this report.
 - ii. approves the transfer of the Gypsy and Traveller Liaison Officer post from NAVO into the Trading Standards and Community Safety Service with effect from 1 March 2015.

PAUL MCKAY

Service Director, Access & Public Protection

For any enquiries about this report please contact:

Sarah Houlton, Team Manager Trading Standards & Community Safety x 72460 or Yvette Armstrong, Community Safety Officer, Trading Standards & Community Safety x 73058

Constitutional Comments (LM 19/12/14)

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

Financial Comments (KAS 20/12/14)

25. The financial implications are contained within paragraph 22 of 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.

- Partnership Plus Review.

Electoral Division(s) and Member(s) Affected

- All.

06 January 2015**Agenda Item: 10****REPORT OF THE SERVICE DIRECTOR For ACCESS AND PUBLIC
PROTECTION****VULNERABLE PERSON PANELS (VPPs)****Purpose of the Report**

1. To inform Members about the work of the Vulnerable Person Panels operating in each district area.
2. To provide Members with an opportunity to comment on the development work that is currently taking place in relation to these Panels.

Information and Advice

3. For some years now each district has had in place, under the umbrella of the Community Safety Partnership, multi-agency panel based arrangements for dealing with vulnerable people. These are known as Vulnerable Person Panels (VPPs) in all areas except Newark and Sherwood and Bassetlaw where the panel is known as a Local Multi Agency Problem Solving Group (LMAP). For the purposes of this report however the term VPP will be used to refer to the work taking place in all districts.
4. The VPPs consider individual cases involving people identified as vulnerable to, for example, antisocial behaviour, hate crime or domestic violence, as determined by each VPP. The purpose of these meetings is to share relevant information about a case and then to ensure that appropriate interventions and problem solving plans are in place and being delivered.
5. Since their inception the operating models in each area have been developed to address issues in relation to a number of local factors for example, membership, volume of the cases presented and the resources available to address these. Whilst each VPP should reflect local circumstances, these should not impinge on a minimum standard of service offered. Although there are many similarities between the models operating in each area there are some differences such as themes addressed, membership and local awareness. These have a direct impact on the 'buy-in' from key organisations operating in each district. This creates a situation whereby countywide services are represented in some VPPs and not others reflecting the outcome of local negotiations. It is intended that by recommending and adopting a minimum set of standards there will be more consistency across the County on key matters and a clear route to raise concerns where these minimum standards are not being met.
6. In April 2014 a VPP conference was held at which VPP members stressed the need to ensure the continued effectiveness of the VPP arrangements operating in each district, to

offer a consistent level of service across the County and to enable VPPs to react to the changing environment within which they operate. Following this conference, to further explore the issues raised, a review was undertaken led by Nottinghamshire Police and conducted by members of the County Council Community Safety Team.

7. This review, which was undertaken with the full participation of members/chairs of the VPPs, led to the development of a set of minimum standards and improved accountability together with a consistent structure and operating procedures for the panels, to address the issues raised at the conference. These minimum standards were agreed at the Safer Nottinghamshire Board (SNB) in September 2014. At this meeting it was also agreed that the vulnerable people agenda should be identified as one of the priority themes for SNB and a Champion appointed to lead this area of business in line with the Champion approach adopted with the other SNB priorities. Paul McKay, in his role as Service Director for Access and Public Protection, was identified as ideally placed to undertake this role.
8. The minimum standards cover the following areas:
 - awareness of VPPs – shared terms of reference
 - membership – formalising partner engagement in the VPP process to ensure that all districts have equal access to service providers who can support work with vulnerable people
 - themes addressed at VPPs – agreement of the core themes that can be referred to panels
 - operating model – adopting the operating model highlighted as good practice through the work of the Antisocial Behaviour Transition Group that oversaw the recent introduction of the Antisocial Behaviour Crime and Policing Act 2014
 - information sharing – ensuring the appropriate protocols are in place to aid information disclosure in the VPPs
 - case management – developing a consistent case management system approach across the County and an outline process for performance managing the VPP work
 - responses – The development of a tactical menu of responses to include local, regional and national good practice, services details within the County, contact points and relevant powers and tools available to VPPs
 - management of meetings – Monthly meetings with a consistent chair who attends the Executive Group of the relevant Community Safety Partnership
 - strategic overview – Introduction of a Champion for Vulnerable Persons to oversee the introduction of the minimum standards, promote a preventative approach and inform and update SNB on priorities and emerging issues across VPPs.
9. One of the key areas where development is required is in relation to how VPPs work with the Multi Agency Safeguarding Hub (MASH) and Adult Social Care. The “No Secrets” definition of a vulnerable adult will be superseded by the Care Act 2014 so the concept of “significant harm” no longer features. This could mean different thresholds for Adult Social Care, and therefore the VPPs, which should operate at a level below this threshold. Conversations have started between those involved in the Care Act Programme Team, which is funded by the Adult Social Care and Health Committee, and those involved in the VPP development work to look at the implications of the Care Act 2014.
10. Another key area of the VPP development work relates to the perceived lack of services for cases referred to the panels involving people who have possible mental health issues that do

not meet the Adult Social Care threshold. In exploring and addressing this area of concern links are being made with Public Health due to their lead role in the 'No Health without Mental Health, Nottinghamshire's Mental Health Strategy 2014/17' which has been signed off by the Health and Wellbeing Board. One of the priorities of this strategy, and the subsequent Framework for Action, is 'Identifying problems early and supporting effective interventions'.

Other Options Considered

11. Each district VPP could be left to address its own issues within the structure of their Community Safety Partnership. However by joining the development activity into one programme of work this ensures the strategic buy-in from SNB to resolving the key issues facing these important panels that are providing support to some of our more vulnerable residents who may not meet the thresholds for access to other support mechanisms or services.

Reason/s for Recommendation/s

12. It is recommended that Members note the contents of this report as the subject matter involves the delivery of support to vulnerable residents which is a key priority in the Redefining Your Council strategy.

Statutory and Policy Implications

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

Crime and Disorder Implications

14. The work outlined in this report is intended to have positive implications on crime and disorder by working with local people identified to the district community safety partnerships as vulnerable to, for example, antisocial behaviour and hate crime.

RECOMMENDATION/S

- 1) It is recommended that Committee note the contents of this report particularly the Vulnerable Person Panel development work.

PAUL MCKAY

Service Director Access and Public Protection

For any enquiries about this report please contact:

Vicky Cropley, Community Safety Officer, Community Safety Team x 72040

Constitutional Comments

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

Financial Comments (KAS 20/12/14)

16. There are no financial implications contained within 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 to the Safer Nottinghamshire Board, 'Developing the Vulnerable Persons Panels in Nottinghamshire' prepared by Superintendent Richard Fretwell, Nottinghamshire Police.

Electoral Division(s) and Member(s) Affected

- All.

06 January 2015**Agenda Item: 11****REPORT OF CORPORATE DIRECTOR POLICY, PLANNING AND
CORPORATE SERVICES****UPDATE ON THE WORK OF THE COMMUNITY AND VOLUNTARY SECTOR TEAM****Purpose of the Report**

1. To update members of the Community Safety Committee on the work of the Community and Voluntary Sector Team

Information and Advice

2. At its meeting on 22 July 2014, Community Safety Committee supported the development of the 'Operating Framework for Working with Communities' as approved by Policy Committee on 2 July 2014.
3. Community Safety Committee agreed that future reports on the implementation of the framework through the work of the team be brought to the Community Safety Committee.
4. As part of its budget approvals for 2014 – 15, the Council restructured the team responsible for working with the community and voluntary sector. The team is now made up of 4 Community Officers, who work across the county, in geographical areas, each with a focus on a priority area, such as social enterprise development, a Grant Aid Officer, Business Support and the Team Manager.
5. The work priorities of the team have been identified as working in partnership with the voluntary and community sector to:
 - improve preventative and core services that strengthen the local community
 - streamline the corporate grant aid process
 - promote localism by working with communities to increase community involvement in the way services are shaped and delivered.
 - drive a series of local programmes with communities to deliver services in a different way which will support their transformation.
 - work with communities to move towards more cooperative models of service delivery, promoting community ownership by, for example, supporting the development of social enterprises and supporting community groups to develop sustainable models for future working
 - have a consistent approach to partnership working – an agreed set of shared standards for working with communities ensuring for example that the community and voluntary sector are engaged at all levels with the priorities for community safety.

- ensure co-ordinated and targeted engagement – rationalising the community engagement undertaken, reducing duplication and maximising efficiencies, this will empower communities
- listen and respond to the local community, meaning that services meet their needs effectively and efficiently and are underpinned by community safety and cohesion.

Supporting Local Communities

6. Communities, particularly those facing high levels of disadvantage in Nottinghamshire need support to help them build the skills, confidence, networks and resources they require to become more empowered and resilient. The team are working with groups across the county to assist in building community capacity, confidence and support for building effective organisations which aims to have a longer term impact in helping communities to meet the challenges ahead
7. These activities include:
 - working with Bassetlaw Council of Voluntary Service and the Centre for Sport and Learning in Manton to maximise the building and resources need to provide a community hub
 - supporting the 'Rainworth Skate Play Association' to maximise funding attracted from NCC, WREN and S106 to build and maintain a Play/Skate park which provides a much needed resource for young people
 - working with Friends of Bestwood Country Park and CFCS to secure funding for a community café
 - working with Community Resource Centres in Mansfield Woodhouse, Pleasley Vale, Newstead Village, Hucknall and Selston by carrying out diagnostic organisational health checks leading to support with developing business plans and funding applications
 - working with Sandy Lane TRA to build a play park, improve the estate, including getting CCTV installed and operating, supporting activities for young people and supporting the wider community to engage with the regeneration activity which is continuing around the lake area to get involved and shape future activities for example a "Friends of Godfreys Pond" group is currently being set up.
 - providing advice and support to the Haven Church at Stapleford with moving into the former Frank Harrison Primary School on Wadsworth Road Stapleford – renamed the site the Haven Centre. The Haven Centre is a Church based Community Organisation that offers practical support to the local community including provision of a Youth Group meeting 2 evenings a week with over 50 attendees, a food bank, clothes bank, furniture bank and seniors lunch club
 - providing funding advice, help with recruiting volunteers to the Eton Avenue Growers Association Hawtonville which offers plots to groups and individuals from across Newark to grow vegetables and flowers, the surplus of which is sold at a reduced cost to local enterprises such as Rumbles Community Cafe Newark. Users of the site can have physical/mental health issues, learning difficulties and some are benefit claimants

with a long term illness or disability and are encouraged by the local job centre/doctors surgery to attend. Local families, youth organisations and community groups also use and enjoy the site. Pond dipping visits by local schools are a particular favourite. The Association contributes to community cohesion by providing an opportunity to develop life skills, self-worth through interaction and in some cases reintegration, and a chance to learn new skills

- embedding community cohesion by attracting, supporting and training volunteers and initiating volunteer involvement in visiting the holocaust project resulting in a volunteer led Holocaust Roadshow which has toured public venues and local schools assisting education with regard to the holocaust and hate crime generally.
- Supported Community CSL Social Cohesion project - Twenty two families, approximately 70 people, both British and Eastern European came together to enjoy craft activities and different foods.

Grant Aid

8. The team manages the corporate grant aid programme, which falls within the remit of the Grant Aid Sub Committee. The closing date for applications for grant aid for 2015 onwards for voluntary and community groups providing services in Nottinghamshire was 1 December 2014. In total 178 applications have been received. An assessment process will now be undertaken by officers and recommendations will go to the Grant Aid Sub Committee in March 2015
9. Four information events were provided across the County to inform the community and voluntary sector about the grant programme for 2015 onwards. These events also provided an opportunity to draw participants' attention to 'Doing Things Differently' budget consultation. The events were held in Worksop, Mansfield, Newark and Rushcliffe with 280 groups attending

Reason/s for Recommendation/s

10. To support the Working with Communities Framework as an approach to supporting local communities

Statutory and Policy Implications

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

RECOMMENDATION/S

12. To note the various activities in the area of work outlined in this report.

For any enquiries about this report please contact:

Cathy Harvey

Community and Voluntary Sector Team Manager

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Constitutional Comments (SB/18/12/14)

13. This report is for noting.

Financial Comments (SM/18/12/14)

14. There are no financial implications contained within 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'.

06 January 2015**Agenda Item: 12****REPORT OF THE SERVICE DIRECTOR FOR ACCESS AND PUBLIC
PROTECTION****UPDATE ON EMERGENCY PLANNING 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.
2. To seek approval for an administration fee during a trial of copy certificate orders from elsewhere undertaken on behalf of customers.

Information and Advice**Emergency Planning**Major Emergency Exercise Jarrell

3. Over recent months, members of the County Council emergency planning team have led the multi-agency planning and delivery of the annual major emergency response exercise of the Local Resilience Forum. The main part of the event was an exercise held over two days, designed to test elements of a range of emergency plans, using the scenario of a major structural collapse at a sports ground. For the purposes of the exercise it was imagined that a tornado had caused a partial roof collapse at Nottingham Forest football ground causing multiple fatalities and casualties.
4. The exercise tested elements of the LRF Generic Major Incident Response Plan, and examined the inter-dependencies and links between this and other plans. It also provided an opportunity for key individuals to experience the multi-agency co-ordination centre at Highfields Fire Station, Beeston.
5. The exercise included:
 - a call-out exercise to establish the actual resources, in terms of people and equipment, that could be expected to be available for such an incident.
 - Day 1 (17 November) – Operational, tactical and strategic response and immediate care of survivors, their friends and families
 - Day 2 (20 November) – Recovery, humanitarian assistance and site clearance

6. There were eight overall objectives for the exercise to:
- test the interface between the multi-agency co-ordination arrangements set out in the LRF Generic Major Incident Plan, and the site specific arrangements contained in the Nottingham Forest Major Incident Plan
 - provide an opportunity for responding agencies to practise the use of the Joint Emergency Services Interoperability Programme principles
 - test the response and recovery elements of the LRF Site Clearance Plan
 - test elements of the LRF Humanitarian Assistance Centres Plan
 - test the LRF arrangements for Survivor Reception Centres
 - test the LRF arrangements for Family and Friends Reception Centres
 - test the LRF arrangements for a Recovery Co-ordinating Group
 - test elements of the LRF Telecoms Resilience Plan.
7. At the end of each section of the exercise, participants took part in a debriefing process to capture their thoughts on what were the most challenging part of the response, the most successful aspects and things that did not work well. They were also asked to identify training needs and any changes required to emergency plans. Outcomes and findings from Exercise Jarrell will be reported to the next meeting of the Local Resilience Forum, along with a proposed Action Plan for implementation of lessons from the event.

Support for flood risk communities

8. Advice and assistance has been provided to Thurgarton Parish Council to support their development of a Community Emergency Plan. This culminated in a training event for around twenty volunteers at Thurgarton Village Hall on 25th November. Many of the volunteers had agreed to be Flood Wardens and Road Closure Wardens. In delivering the training the emergency planning team was joined by colleagues from County Council Highways and Health and Safety, and from Nottinghamshire Fire and Rescue Service. The audience also included four representatives from Collingham who have volunteered to help their community in a similar way to those in Thurgarton. The training covered the role of Community Emergency Volunteers, the content of the Community Emergency Plan, water awareness, and health and safety, including manual handling.
9. In Southwell there are now 57 trained Flood Wardens, of whom 37 have also volunteered of the community road closure scheme for flood emergencies. A first session of annual refresher training was provided to around twenty volunteers at Southwell Fire Station on 26 November.
10. The emergency planning team has also supported the early activities of the Arnold Flood Forum, and has drawn on experiences from working with Southwell Flood Forum. Key outcomes from a recent meeting with a small number of retailers included plans for representatives of the County Council, Gedling Borough Council and Severn Trent Water to form a specific Working group. An early action for the Group will be to organise a 'walk round' in January of the affected areas to highlight where there are particular issues and assign these to the relevant agency to address.

11. It is also anticipated that volunteers will be found from the community to implement a suggested road closure scheme to close off Arnold's main shopping street to stop water being washed into shops by the bow waves of vehicles passing through.

National Capabilities Survey

12. The biennial UK 'National Capabilities Survey' took place during November 2014. The survey is completed by all 'Category One' organisations under the Civil Contingencies Act 2004, including emergency services local authorities, health services and others. Local Resilience Forums also complete a set of questions within the survey. The purpose of the survey is to evaluate the ability of the United Kingdom to respond to and recover from any civil emergency.

13. Survey questions explored capabilities that are common to most types of emergency, regardless of whether these are caused by accidents, natural hazards or man-made threats. These capabilities encompass a variety of interdependent and interrelated factors including appropriate numbers and types of personnel, the right types of equipment and supplies, relevant and sufficient training and exercising, as well as clear plans. The information gathered is used to provide assurance to central government ministers on how ready the UK is to respond to civil emergencies.

14. The survey included twenty categories of questions for local authorities to respond to, including for example:

- Generic resilience
- Business Continuity Management
- Flooding
- Evacuation and Shelter
- Exotic notifiable animal diseases
- Community Resilience
- Warning and informing the public
- Recovery

15. As in previous years, the County Council was able to make robust and mostly very positive responses to all of the most crucial questions in the survey. The joint response from Local Resilience Forum partners was similarly reassuring.

Emergency Planning for Critical Infrastructure

16. Three new multi-agency emergency plans have been approved by the Local Resilience Forum. The plans were developed through the County Council led 'Critical Infrastructure Working Group', and address incidents involving disruption of the key utilities of electricity, water and gas.

17. The plans each provide an overview of the arrangements these industries have for interruptions to their services, and the support they may need during major incidents. If the incident is in the County area, then the County Council will usually act as the lead 'Category 1' responder for the incident, however this role may be undertaken by Nottinghamshire Police if the cause of disruption is suspected to have been deliberate.

18. A key area of support from local authorities and health services to infrastructure companies, during emergencies, is in relation to identification of and support to vulnerable people. The companies involved prioritise support to their known vulnerable customers, and will do so also to others identified by partner agencies during the response to an incident.

Business Continuity promotion to care home providers

19. In November, a presentation on the topic of Business Continuity and Emergency Planning was given to a meeting of the Nottinghamshire Care Home Providers Forum. The contract the County Council has with Care Home providers stipulates that they must maintain an appropriate business continuity plan to enable them to cope with any emergency. The contract goes on to require that the plan is designed to allow swift and appropriate action to be taken to either prevent the emergency occurring or reduce and mitigate its effects and maintain appropriate standards of service. Contract monitoring indicates that many Care Home do have such plans, but that some may not be fully developed and regularly tested.
20. The presentation was provided an overview of the topic, encouraged planning work and sign-posted participants to guidance available to assist them. The presentation included an account of a fire at Wren Hall Nursing Home, during which the providers Business Continuity Plan was an important factor in the successful response by staff of the home. The remainder of the session included information about the recommended content of a plan and specific ideas for effective procedures.

Incidents

21. The emergency planning team were called to assist in the response to a fire at a property on Cobwell Street, Retford, on the evening of Friday 21st November. A small number of residents had been evacuated to Retford Leisure Centre. The manager of the leisure centre advised that he had attended a presentation of our Rest Centre training about one year ago, and so was familiar with the process. A member of the emergency planning also attended the leisure centre to assist those evacuated.
22. Hotel accommodation was organised through Bassetlaw District Council for two evacuees, from Friday evening to Monday morning, and the County Council provided refreshments at the nearby Little Chef restaurant. Further support was arranged by the emergency planning Duty Officer and the Red Cross Fire & Emergency Support Service (FESS) vehicle attended the Travelodge on Saturday to provide shoes, clothes and toiletries for the evacuees. The incident called on staff to provide for the needs of evacuees who had accommodation and medication requirements, who had no access to personal possessions, including money, and no transport. The response raised questions around what support can be offered to people in these circumstances, by whom, and for how long.

Review of Local Resilience Forum (LRF) working processes

23. As part of the current LRF Work Plan, a review has been undertaken of how the LRF organises its work. The review considered the number and nature of sub-groups that report to the LRF, the frequency of meetings, and existing mechanisms for consultation

and decision making. Partner organisations had earlier considered if a more thorough review would be undertaken, due to budget reductions amongst LRF partners, and the possible consequences of this for response capabilities and the operation of the LRF. However, it was recognised that the LRF is operating well, based on the strength of relationships between partners and there was no evident appetite for or perceived likely benefit to be gained from fundamental change. All local authorities, emergency services and other emergency response agencies in Nottinghamshire already collaborate very closely in emergency planning to avoid duplication of effort and to ensure there are no gaps in shared arrangements for responding to major emergencies and disasters.

24. The review work was completed in December and the outcomes will be reported the LRF Resilience Working Group for approval in the New Year.

Safety at Sports Grounds

25. A Safety Advisory Group meeting was convened in November to discuss Nottingham Rugby Clubs' proposed move to Lady Bay Sports Ground. Depending on the club's detailed proposals, the ground may require a General Safety Certificate.
26. The land at Lady Bay is owned by the Rugby Club in partnership with Nottinghamshire County Cricket Club and Boots PLC. The Rugby Club have been playing their home games at Notts County Football Club, however they are leaving the Meadow Lane ground two years before the end of the original contract. However, they have agreed they will return to Meadow Lane if they secure promotion to the Rugby Premiership.
27. The Rugby season runs from September to April, and there are fourteen home games in each season, plus two or three pre-season friendly matches, and additional fixtures if they reach the play-off matches for possible promotion. This season, the club are proposing to play their First-Team games at Lady Bay from January 18 2015.
28. The club is currently considering erecting temporary demountable stands that will be in place from 18 January to 17 April 2015. At time of writing, it is not yet clear what capacity these stands will have. However, under the Fire Safety and Safety of Places of Sport Act, 1987, a General Safety Certificate is required for grounds with covered stands with capacity for 500 or more spectators. Other temporary structures at the ground will include containers holding ticket sales, a shop and a Control Room for the ground. Provision is being made for suitable access for emergency vehicles, and the club will use St John Ambulance for First Aid cover on match days. There will be a doctor present at all matches in case of injury to players and match officials, and second doctor. Will be brought in for the crowd if attendance is over 2000. An existing changing room will be adapted to create a first aid room.

Registration and Celebratory Services

Conversion of Civil Partnerships into Marriages

29. From 10 December 2014, same sex couples in a civil partnership have been able to convert their union into a marriage. This followed the introduction of civil marriage legislation earlier in the year that enabled same sex couples to marry.

30. The process to convert a civil partnership can be as simple as making an appointment at a registration office, producing relevant documents and completing a declaration form, which must be signed in front of the registrar. Alternatively, if the couple wish their conversion to include a ceremony they must attend the registration office for completion of the declaration form, and then (within 12 months) attend a ceremony, at which the declaration is signed.
31. Three conversions took place on 10 December, two in Newark and one in Worksop, with six more with the next five days. Others have been booked for later dates, including two (at time of writing) that will include a ceremony.

Copy Certificates

32. The registration service is currently examining the potential to offer a copy certificate service for events which took place outside the County. If successful, this would contribute in a modest way to the objective of the service to become cost neutral overall.
33. Each Registration District holds and maintains records of all births, deaths and marriages that have taken place within its boundaries. The authority is then responsible for the production and issue, upon request, of copy certificates from those records. On occasions a customer will approach a Nottinghamshire office seeking a copy of a certificate not held here. In a current trial, registrars have offered these customers the choice of either being signposted to the local authority in which their particular record is held, or for Nottinghamshire registrars to apply for the certificate, on their behalf, to the Registrar General for England and Wales (which the customer could otherwise do themselves). This involves completing a short online application form to arrange for the certificate to be posted direct to the customer. The national statutory fee for a copy certificate is £10. It is proposed to continue this trial and to charge an additional fee of £5 to cover administrative costs. Since July we have processed twelve such applications. This has been done on an ad hoc basis, with no advertising or marketing of the service.
34. If the service proves popular and financially viable, a proposal to introduce the service fully will be included in a future registration fees report to the Community safety Committee.

Other Options Considered

35. Not applicable to this report.

Reasons for Recommendation/s

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

Statutory and Policy Implications

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

Financial Implications

38. It is anticipated that (without any marketing and promotion) the introduction of a £5 administration charge for making copy certificate requests on behalf of customers for records held elsewhere will raise approximated £200 per year. If the trial indicates there is public interest in using this service, then future marketing and publicity could increase this figure. However, it is not anticipated that the service will contribute greatly to registration service income overall.

Implications for Service Users

39. At present in Nottinghamshire, and generally elsewhere, customers requesting copies of certificates not held locally are signposted to the offices that hold the relevant records. The offer of obtaining the copy on behalf of the customer does not preclude them doing it for themselves; however experience to date suggests that a proportion of customers welcome the opportunity for the order to be made at the point of request, and for the certificate to be posted direct to them.

RECOMMENDATION/S

1) It is recommended that Committee:

- notes the contents of the report
- agrees a £5 administration fee, during a trial period, for requesting a copy certificate from elsewhere on behalf of a customer.

PAUL MCKAY

Service Director, Access and Public Protection

For any enquiries about this report please contact:

Robert Fisher

Group Manager, Emergency Planning and Registration

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Constitutional Comments (LM 19/12/14)

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

Financial Comments (KAS 20/12/14)

41. The financial implications are contained within paragraph 38 of 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.

- 'None'.

Electoral Division(s) and Member(s) Affected

- All.

06 January 2015**Agenda Item: 13****REPORT OF THE SERVICE DIRECTOR FOR ACCESS 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. **New Psychoactive Substances (NPSs) - known as “Legal Highs”:** In its response to the Expert Panel review into NPSs, the Government has agreed to look into the feasibility of adopting a general prohibition on the distribution of such substances. The approach, which has proven successful in Eire, would bring in a blanket ban with exemptions for substances that would then be permitted such as alcohol, tobacco, caffeine, energy drinks etc. The focus would be on tackling the trade or supply, rather than personal possession or use. Initial indications are that it might be the police who would enforce the new legislation.
3. The Government also endorsed the Review Panel’s recommendation for guidance to support the law enforcement workforce and prosecuting authorities to address the challenges that NPS pose for those working in this field. The proposed new legislation would be warmly welcomed to improve the legislative powers to tackle the supply of these products. Using consumer protection legislation has proven problematic because of the types of issues it has been designed to address.
4. In recognition of the seriousness of the threat from these substances, The Association of Chief Trading Standards Officers (ACTSO) has appointed a national lead on the subject. ACTSO is working with the Home Office and the Local Government Association to develop a central NPS’s knowledge hub/forum to assist Trading Standards Authorities in sharing good practice and ideas on tackling the supply of these substances.
5. In November, officers attended a Public Health England (PHE) *Multi-faceted Response to New Psychoactive Substances event* in Nottingham. The event aimed to generate discussion and information sharing, and to facilitate collaborative working amongst agencies (including local authorities, police, prisons, NHS and voluntary sectors) to address the emerging issues.
6. **Mass marketing scams** - In September 2014, the Committee approved Community Safety initiatives funding to pay for a secondment of a Police Community Support Officer (PCSO) to work with Trading Standards Officers to more effectively tackle mass marketing scams.

The role will involve joining-up Police and Trading Standards intelligence, and also helping to coordinate work to support victims to break the cycle.

7. Following a recruitment process conducted with Police colleagues, the successful PCSO commenced her secondment on 1st December 2014. This partnership looks set to make a real improvement in the way we can protect the more vulnerable residents of our County from those intent on taking advantage of them. We will update Members on the outcomes from the project as it unfolds.
8. **Unsafe Product Seizure** - Hundreds of fake Disney 'Frozen' items have been seized by Trading Standards from a Newark shop following a tip-off from a concerned member of the public. The counterfeit items, including children's pyjamas, dolls, fancy-dress costumes, umbrellas, 'snap' watches, backpacks and blankets, were on sale in the shop and online.
9. It is suspected that a number of the items do not conform to safety regulations, including pyjamas and fancy-dress costumes that are unlikely to meet 'flammability' standards. The Committee may be aware that the daughter of television presenter Claudia Winkleman reportedly suffered serious burns when a Halloween costume caught alight. The haul also includes children's hooded tops with tightening cords that are likely to be dangerous due to the risk of strangulation.
10. The seizure followed a safety warning issued the previous week about dangerous 'snap' bracelets being available with counterfeit 'Frozen' branding. The wristbands are made of a section of metal tape measure, covered in flimsy plastic, and have the potential to severely cut and injure children.
11. The Disney film Frozen has become a 'must have' brand for children's toys, with concern that demand for legitimate Disney frozen products may exceed supply this year. As a result, this seizure has generated significant media coverage from local radio, National newspapers, and breakfast television. Investigations continue.
12. **Approved Trader Tender** – Members will recall that as part of the reductions to the Trading Standards budget for 14/15 and 15/16, one proposal included exploring the possibility of working with a partner outside of the Authority to deliver a Trading Standards Approved Trader Scheme for Nottinghamshire.
13. The Buy with Confidence scheme, operated by the Service since 2007, has become ever more resource intensive, as a larger proportion of deployable resource has been spent on running the scheme. The charges made to businesses for membership have been at a level far below the actual cost incurred to the Authority of running the scheme. Further, the availability of other schemes on the market to businesses has also significantly increased since 2007.
14. The Service has recently been working with the Authority's Procurement and Legal Services Teams to seek to identify an alternative provider for a Trading Standards Approved Trader Scheme. A tender process was chosen as the most effective way to do this.
15. The specification for the tender was designed to identify a long-term partner, to maintain a high standard of checks on the traders who applied to be members, to provide a first class

service to Members to help them grow, whilst giving the Service Provider the flexibility to provide a commercially viable product. The specification also allowed for Trading Standards to maintain a high degree of governance in the running of the new scheme, whilst allowing for the possibility of generating additional income.

16. The first parts of the process have been completed, and a private sector partner selected. Having now passed through the standstill period required, the Authority is now moving to finalising the award of the contract. A formal announcement of the new partner will be made along with plans for transition to the new scheme in the near future.
17. **Avian Flu** – On 16 November, Defra confirmed a case of avian flu (bird flu) in a duck breeding farm in Yorkshire. The farm is located 12km South West of Bridlington. The strain has now been identified as H5N8, one which in its current form, cannot be readily transmitted to humans. The advice from Public Health England and the Chief Medical Officer is that the risk to public health is very low, while the Food Standards Agency has stated there is no food safety risk for consumers.
18. The avian influenza virus does change frequently, creating new strains. There is a constant risk that one of the new strains may spread easily among people. There is no evidence that any recent strain of avian influenza in this country has been able to spread directly between people.
19. H5N8 does however pose a significant economic and animal welfare challenges to the farming industry, and of course challenges for Trading Standards Officers as Animal Health Officers charged with combatting the spread of notifiable animal diseases.
20. During an outbreak, Trading Standards Officers have a frontline role with far reaching responsibilities over disease spread controls. The Animal and Plant Health Agency (APHA), as part of Defra, co-ordinates the animal disease response to such outbreaks. It has imposed protection and surveillance zones around this outbreak, at a radius of 3km (covering 28 square kilometres) and 10km (covering 314 square kilometres) as it would in many other avian flu or other disease outbreaks.
21. Within these zones, a variety of controls are put in place to prevent the spread of disease. Key controls in this case include movement restrictions of poultry, carcasses, eggs, used poultry litter and manure. In the later stages of an outbreak, movement licenses for some specific movements from the zones can be introduced. There are also usually restrictions on bird/animal gatherings (fairs, shows, exhibitions) and the release of game birds.
22. In the event of an animal disease outbreak, Trading Standards Officers would be called upon to police the control zones and offer on the ground support to APHA to eradicate the disease. In respect of the current outbreak, Nottinghamshire Trading Standards Officers have participated in daily regional conference calls with a representative from the national response forum to considering the latest developments, and what they mean locally.
23. Members will recall that the Service has in place Animal Disease contingency plans, both generic ones and specific ones regarding particular disease types. The Service has a specific avian flu contingency plan, and also has links into the Local Resilience Forum and its plans to ensure coordination of efforts across relevant partners should/when an outbreak occurs.

24. **Illicit Tobacco Task Force** – the work with Public Health colleagues to tackle the supply of illicit tobacco in the County continues apace, and has been attracting significant recent media interest.
25. It is also pleasing to report that Public Health England figures for smoking prevalence across Nottinghamshire have dropped to 18.4%, the lowest level since records began. The figures show a drop of 1% from 2014, and Public Health colleagues attribute part of this reduction to the work the Service is undertaking to reduce the supply of tobacco. Reducing smoking to 18.4% means that Nottinghamshire has achieved a nationally set ambition of 18.5% of smokers by 2015/16, one year early.
26. With regards to activity of the Task Force this year, the figures for the project are shown in the table below:

Intelligence Reports Received	30
Premises Investigated	24
Inspections of premises undertaken	43
Entry warrants executed	15
Counterfeit product seized	22.7k cigarettes, 16.3kg tobacco
Retail value of counterfeit product recovered	£13.8k
Unsafe product seized	89k cigarettes, 22.9kg tobacco
Retail value of unsafe product recovered	£43.7k

27. **Regional “Scambusters” Team** – On 12 January, the first of two trials will begin at Nottingham Crown Court following investigations into two groups involved in carrying out of work that the Authority will allege was substandard and often unnecessary. The work included roof coating and other general building work. Both groups were based for periods in the Nottinghamshire area, although the practices they engaged in were carried out across the East Midlands and other regions.
28. The team has been commissioned by the National Trading Standards Board to take the cases to Court, such is the national importance. In total, it is likely a total of 12 defendants spread across the two groups will stand trial, accused of a variety of fraud related offences. During the course of the investigation, all defendants were remanded in prison for various spells.
29. At an earlier hearing, all 12 defendants entered ‘not guilty’ pleas. The first hearing for the 8 of the defendants is listed for 7 weeks, and the team are currently liaising with witnesses to

ascertain their availability for the trial. The second trial for 4 defendants will commence later in the spring.

30. Many witnesses experience stress and fear during such investigations and when subsequently attending court to give evidence. Some witnesses may have particular difficulties giving evidence due to their age, personal circumstances, fear of intimidation or because of their particular needs. Where this is the case, 'special measures' are available to these witnesses, with the agreement of the Court. These may include the use of screens to shield the witness from the defendant, and use of live video links to give evidence from outside court. Where the individual is too ill to give live evidence, or have passed away since giving their statement, an application can be made for their statements to be read out in court.
31. **Legal Action Update – Court costs** – following a question raised in the last Committee meeting, in the 18 months between June 2013 and November 2014, 21 cases were brought to a conclusion in the criminal courts. The cost of these cases to the Authority was £28k, whilst the costs awarded by the Courts to the Authority £12k. Some of the cases that are still to be completed, and a number completed before this time, are significantly more complex and therefore costly.
32. Three individuals were sentenced on the 12 November 2014 in the Nottingham Crown Court, for their involvement in the sale of counterfeit dvd's brought into the country from China, and also converting the proceeds into gold bars. Daniel Blackburn, the main defendant, was sentenced to twelve months in prison, while Robert Clay, a friend of Blackburn's, was given a twelve month suspended sentence and 250 hours unpaid work. Amy Lapsley, Blackburn's girlfriend at the time, was given 200 hours unpaid work. A Proceeds of Crime investigation continues.
33. On the 12 November 2014, James Grozier appeared in the Nottingham Magistrates court facing charges of fraud. Grozier took deposits for work and then failed to carry out the work. Grozier eventually pleaded guilty at the day of trial. His sentencing has been deferred until the 13 January 2015. He has been ordered by the court to bring £3000 in cash for compensation to his victims. If he fails to do this it will be reflected in his sentence.
34. Fredrick Newbury was due to appear in the Nottingham Crown Court on the 21 November 2014. Mr Newbury has been carrying out substandard work and is aggressive towards some customers. He is also claiming on his paperwork to be approved by Trading Standards for which he is facing fraud charges. He has pleaded guilty to the charges and is awaiting sentencing. Mr Newbury did not attend court, and the matter has been moved to the 17 December 2014.
35. Two heavy goods drivers are due to appear in the Nottingham Magistrates court on the 19 December 2015 for breaching an environmental weight restriction.
36. On the 19 December, a Simey Doherty is due to appear in the Nottingham Magistrates court, facing charges under the Consumer Protection from Unfair Trading Regulations 2008. The Authority will allege that Mr Doherty has carried out substandard work, failed to rectify faults and has been verbally aggressive towards consumers. Mr Doherty's case has previously adjourned due to health problems.

37. On the 31 December 2014, Craig Boddy of Bowbridge Car Sales, Newark is due to appear in Nottingham Magistrates court charged with offences related to the selling an un-roadworthy car, failure to carry out pre-sale checks, and failing to respond to a consumer complaint. The matter has been adjourned on three previous occasions due to application of legal aid funding.
38. On the 3 October 2014, two sellers of 'clocked' vehicles appeared in Magistrates' court. The magistrates decided the matter was so serious to send it to the Crown Court. Hearing dates of the 8 January and the 26 February 2015 have now been set. Both have yet to enter a plea.
39. Three sellers of illicit tobacco are due in court. Ali Lukman of the European Food Store is now due to appear again for sentencing after pleading guilty. Mr Omar of Sunstar Mini Market is still waiting for legal aid, and is now due to appear again on the 11 December 2014, while the third, Mr Ali also from Sunstar mini market, has pleaded not guilty and is listed for trial on the 23 January 2015. We have a further two sellers of illicit tobacco currently listed for a hearing in the Magistrates court for the 31 December 2014, these were from the Stapleford and Netherfield area of Nottinghamshire.
40. In the case involving the mis-selling of financial products as trusts, the plea and case management hearing has been moved back until March 2015. Eight defendants have been charged with offences under the Fraud Act 2006, for the mis-selling of so called trusts which are marketed to claim they prevent assets being used for care home fees. The victims in the case are mainly older and vulnerable adults. A six to eight week trial is due to commence mid-2015. The trial was due to start in November 2014, but due to the complicated nature of the case it has been moved at the direction of the court until next year. Seven defendants have pleaded 'not guilty' to the charges, and the eighth has not yet entered a plea.

Other Options Considered

41. This report is for noting only.

Reason/s for Recommendation/s

42. This report is for noting only.

Statutory and Policy Implications

44. 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.

Financial Implications

45. There are no financial implications.

Safeguarding of Children and Vulnerable Adults Implications

46. The issues raised are to ensure that Vulnerable Adults are Safeguarded, they should not contribute to any Safeguarding issues.

RECOMMENDATION/S

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

PAUL MCKAY

Service Director, Access and Public Protection

For any enquiries about this report please contact:

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Constitutional Comments

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

Financial Comments (KAS 20/12/14)

48. There are no financial implications contained within 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.

- 'None'.

Electoral Division(s) and Member(s) Affected

- 'All'.

6 January 2015**Agenda Item: 14****REPORT OF CORPORATE DIRECTOR, POLICY, PLANNING AND
CORPORATE SERVICES****WORK PROGRAMME****Purpose of the Report**

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

Information and Advice

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

Other Options Considered

4. None.

Reason/s for Recommendation/s

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

Statutory and Policy Implications

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

RECOMMENDATION/S

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

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

For any enquiries about this report please contact:

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Constitutional Comments (SLB)

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

Financial Comments (NS)

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

Background Papers

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

Electoral Division(s) and Member(s) Affected

All.

COMMUNITY SAFETY COMMITTEE - WORK PROGRAMME (AS AT 22 DECEMBER 2014)

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>Lead Officer</u>	<u>Report Author</u>
24 February 2015			
Youth Crime Prevention Advisory Group Delivery Plan	Update on progress with Delivery Plan.	Paul McKay	Leah Sareen
Proposed new model for Adult Community Substance Misuse Treatment and Recovery System	Further to consideration by Committee in July 2013, update report following consultation exercise.	Paul McKay	Tony Shardlow
Registration Service Property	Overview of Registration Office accommodation.	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	Marie Rowney
Progress of Encompass Nottinghamshire: Informing Schools of Domestic Abuse Incidents	Further update following the initial pilot in Rushcliffe and Newark & Sherwood.	Paul McKay	Steve Edwards / Amy Newbery
Update on key Trading Standards matters	Update on key issues in this service area.	Paul McKay	Mark Walker
Update on key Community Safety matters	Update on key issues in this service area.	Paul McKay	Sarah Houlton
Update on Emergency Management and Registration Services	Update report on key activities and events in Emergency Planning and Registration	Paul McKay	Rob Fisher
Update on Regulation of Investigatory Powers Act	Quarterly update on recent surveillance activity undertaken.	Paul McKay	Mark Walker
Review of Fees and Charges to Businesses and other Trading Standards Authorities for 2015/16	To obtain approval for the annual review of metrology fees and to review fees for other services.	Paul McKay	Mark Walker

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>Lead Officer</u>	<u>Report Author</u>
Hate Crime Plan	To consider action plan arising from Safer Nottinghamshire Board's hate Crime Conference.	Paul McKay	Mark Walker
Temporary Registration Posts	Update on temporary posts	Paul McKay	Rob Fisher
Review of Charges made for Advice and Support provided to Businesses in 2015/16	To obtain approval for changes to the pricing structure and fees charged for advice and support provided to Nottinghamshire Businesses from 1 April 2015.	Paul McKay	Mark Walker
21 April 2015			
Implementation of Operating Framework for Working with Communities	Update on the implementation of the new approach supported by the Committee at its meeting on 22 July 2014	Sally Gill	Cathy Harvey
Update on key Trading Standards matters	Update on key issues in this service area.	Paul McKay	Mark Walker
Update on key Community Safety matters	Update on key issues in this service area.	Paul McKay	Sarah Houlton
Update on Emergency Management and Registration Services	Update report on key activities and events in Emergency Planning and Registration	Paul McKay	Rob Fisher
Update on Outcomes of Community Cohesion activities	Update report on the outcomes of activities funded from the Community Safety Budget (as agreed by Committee on 30 September 2014)	Paul McKay	Sarah Houlton