

Community Safety Committee

Tuesday, 23 April 2013 at 14:00

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

AGENDA

- | | | |
|----|--|---------|
| 1 | Minutes of the last meeting held on 26 February 2013 | 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 | In Our Hands Holocaust Centre Project | 7 - 10 |
| 5 | Community Safety Funding | 11 - 14 |
| 6 | Community Safety Update | 15 - 18 |
| 7 | Update on Key Trading Standards Matters | 19 - 26 |
| 8 | Winter Weather Emergency Planning and Response | 27 - 30 |
| 9 | Update on Emergent Management and Registration Services | 31 - 34 |
| 10 | Work Programme | 35 - 40 |

Notes

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

Customer Services Centre 0300 500 80 80

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

Councillors or Officers requiring clarification on whether to make a declaration of interest are invited to contact Martin Gately (Tel. 0115 977 2826) or a colleague in Democratic Services prior to the meeting.

- (4) Councillors are reminded that Committee and Sub-Committee papers, with the exception of those which contain Exempt or Confidential Information, may be recycled.

minutes

Meeting COMMUNITY SAFETY COMMITTEE

Date Tuesday, 26 February 2013 at 2:00pm

membership

Persons absent are marked with `A`

COUNCILLORS

Mick Murphy (Chairman)
David Taylor (Vice-Chairman)

	Glynn Gilfoyle	Mel Shepherd MBE
	John H Hempsall	Parry Tsimbiridis
A	Rachel Madden	June Stendall
	Mike Quigley MBE	

EX-OFFICIO MEMBER (NON-VOTING)

A Councillor Mrs Kay Cutts

OFFICERS IN ATTENDANCE

Robert Fisher	(Adult Social Care, Health & Public Protection)
Chris Walker	(Policy, Planning & Corporate Services)
Mark Walker	(Adult Social Care, Health & Public Protection)
Sarah Gyles	(Adult Social Care, Health and Public Protection)
Chris Cutland	(Deputy Police and Crime Commissioner)

Martin Gately (Policy Planning & Corporate Services)

MINUTES

The minutes of the last meeting held on 8 January 2013 were confirmed and signed by the Chairman.

APOLOGIES FOR ABSENCE

None were received.

DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

None.

POLICE AND CRIME PLAN 2013-2018 – PRESENTATION BY CHRIS CUTLAND, DEPUTY POLICE AND CRIME COMMISSIONER

The committee received a detailed, comprehensive presentation on the Police and Crime Plan from Chris Cutland, Deputy Police and Crime Commissioner.

COMMUNITY SAFETY UPDATE

Consideration was given to an update on Community Safety issues.

RESOLVED 2013/010

That the report be noted.

UPDATE ON KEY TRADING STANDARDS MATTERS

Consideration was given to a report on key Trading Standards matters.

RESOLVED 2012/011

That the report be noted.

UPDATE ON EMERGENCY MANAGEMENT AND REGISTRATION SERVICES

Consideration was given to an on recent key activities and events of the County Council's Emergency Planning Team and of Registration and Celebratory Services. In addition the changes affecting the Coroner Service were highlighted.

RESOLVED 2013/012

That the report be noted.

PROPOSED TEMPORARY INCREASE TO THE STAFFING ESTABLISHMENT FOR REGISTRATION AND CELEBRATORY SERVICES

Consideration was given to a report which sought approval to increase the establishment of the Registration Service, on a temporary basis, to create capacity for further service development, to improve customer service and to become financially self-sufficient.

RESOLVED 2013/013

1. That the staffing establishment of the Registration Service be increased by four FTE (148 hours) temporary Registrars, Grade 4 SCP 19-23 (£17,802-£20,198) to be established for a period of 12 months with effect from 1st April 2013 until 31st March 2014, and the posts be allocated authorised car user status.
2. That the increase is reviewed after 12 months with consideration being given to making the posts permanent on the basis of a cost-benefit analysis.

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REVIEW OF FEES AND CHARGES TO BUSINESSES AND OTHER EXTERNAL ORGANISATIONS

Consideration was given to a report which sought approval for the fees to be charged for metrology services in 2013/14; and for the fees to be charged for other services provided by the Trading Standards Service to external organisations in 2013/14.

RESOLVED 2013/014

1. That the fees and charges proposed in this report and in the attached appendix to be charged by the Trading Standards Service from 1st April 2013 be approved

REVIEW OF CHARGES MADE FOR THE ADVICE AND SUPPORT PROVIDED TO BUSINESS IN 2013/14

Consideration was given to a report which sought approval to change the pricing structure and fees charged for advice and support provided to Nottinghamshire businesses from 1st April 2013.

RESOLVED 2013/015

1. That management and set-up charges be removed from the pricing model for Primary Authority Partnerships.
2. That the hourly rate charged for Primary Authority Partnerships be increased to £60
3. That the hourly rate for ad-hoc business support be increased to £75.

E-CRIME INFORMATION REPORT

Consideration was given to a report updating the Committee on the Trading Standard's specialist e-crime investigation capability.

RESOLVED 2013/016

1. That the report be noted.

APPROVAL OF THE OFFICIAL FEED & FOOD LAW SERVICE PLAN FOR 2013/14

Consideration was given to a report seeking approval for the proposed Trading Standards 2013-14 Feed and Food Law enforcement plan

RESOLVED 2013/017

1. That the Authority's 2013-14 Feed & Food plan as set out in the appendix to the report be approved

SAVINGS AND EFFICIENCY UPDATE

Consideration was given to a report updating the Committee on progress against the efficiencies savings relevant to the Community Safety Committee..

RESOLVED 2013/018

1. That the report be received and noted.

WORK PROGRAMME

A report on the Committee's proposed Work Programme for 2012/3 was considered.

RESOLVED 2013/019

That the work programme be noted.

The meeting closed at 3.25 pm.

CHAIRMAN
M_08JAN2013



23 April 2013

Agenda Item: 4

**REPORT OF SERVICE DIRECTOR,
POLICY, PLANNING AND CORPORATE SERVICES**

“IN OUR HANDS” HOLOCAUST CENTRE PROJECT

Purpose of the Report

1. To provide an update on progress with the ‘In Our Hands’ (previously known as ‘I Belong You Belong’) Holocaust Centre Project in Ravensdale and Worksop.

Information and Advice

‘In Our Hands’ Project background

2. The Project is an innovative and ground breaking initiative which aims to tackle areas with high levels of hate crime and low levels of community engagement by working with schools and the wider community to change attitudes and behaviours. The Project supports the Safer Nottinghamshire Board Hate Crime Delivery Plan and fits well with the Government’s Hate Crime Plan.
3. This is a joint initiative of the County Council, Bassetlaw and Mansfield District Councils, Mansfield Area Strategic Partnership, Bassetlaw and Newark & Sherwood Community Safety Partnership, Mansfield and Bassetlaw Councils for Voluntary Service, Nottinghamshire Police, the Holocaust Centre, the Association of Jewish Refugees (AJR) and the Pears Foundation.
4. The work undertaken at the Holocaust Centre is at the heart of the Project and Helen Whitney, Chief Executive Officer at the Centre, has played a vital role in bringing the partners together and driving the Project forward.
5. The Project was first established in Ravensdale, Mansfield, and the Committee approved the allocation of £15,000 from the 2012/13 Community Safety budget to extend the project to Worksop North in Bassetlaw on 29 April 2012.
6. The Committee is asked to note that this funding allocation was endorsed by the Grant Aid Member Reference Group on 30 April 2012.

Project Details

7. The first areas selected as Project pilots are Ravensdale in Mansfield and Worksop North in Bassetlaw. This is based on their rankings by the Safer Nottinghamshire Board as Partnership Plus Areas (15 wards across the county prioritised due to higher than average crime levels) and in particular the relatively high levels of hate crime and racially motivated crime recorded by Nottinghamshire Police.
8. The Project has worked with primary schools, children's centres and secondary schools in both areas. Children and parents have visited the Holocaust Centre with the children visiting 'The Journey' whilst parents have been provided with a parallel learning experience. The Centre has also delivered post-visit workshops in the schools following the visit.
9. The innovative nature of the Project has been the interaction with parents in each of the schools and in the children's centres and by encouraging them to visit the Holocaust Centre so they could be involved in their children's learning. The Centre has delivered 'In Our Hands' workshops to parents whilst their children were undertaking 'The Journey' education programme. The programme for parents is designed to raise awareness of the role individual people played in the Holocaust and for them to consider what their individual role might be in today's communities.
10. At the end of the learning experience for both children and parents there is an opportunity to share what they have learned during the day and to discuss together what they will do once they get back home to their community.

Project Results

11. The Project aims to shift people's attitudes to those in their community who they perceive as being different to themselves. This happens through the initial involvement of parents in learning at the Holocaust Centre and goes on to galvanise community members to consider their role as individuals and to take action themselves to address issues of hatred and fear of difference within their community.
12. A comprehensive evaluation of the two pilot Project areas is currently being undertaken and this will be used to make recommendations as to the proposed rollout of the Project across further Partnership Plus areas. An initial assessment of the concept of engaging the parents in parallel learning to their children's indicates that this has been very successful.
13. The centrepiece of this year's Holocaust Memorial Day at the Holocaust Centre in January was the building of a bridge made up of pledges by children from the schools involved in the Ravensdale pilot. The day was attended by the Chairman of the County Council, Carol Pepper and local MP and County Councillor Mark Spencer.

National and International Interest

14. There remains considerable interest at a national and international level in this Project. The Department of Communities and Local Government (CLG) is looking to the Project becoming a national pilot.
15. Internationally a Memorandum of Understanding has been developed between the Brunts School, the Holocaust Centre, the Shoah Foundation and the Institute of Education (University of London) in relation to the Brunts School being the UK pilot for the Shoah Foundation's new website 'I Witness'.
16. The Project has also been recognised by the High Sheriffs' Association of England and Wales National Crimebeat Awards in February 2013 and commended for 'an outstanding contribution to helping reduce crime and creating a safer community'.

Partnership Funding

17. Bassetlaw and Mansfield District Councils have contributed to the project from Partnership Plus funding with the possibility of more funds being drawn from the 2012/13 allocation. Major contributions to the work have been received from the Pears Foundation and the Association of Jewish Refugees (AJR). The County Council's contribution and involvement is seen as critical to the success of these applications.

Other Options Considered

18. There is no alternative provider for this specific project. In terms of the focus of the project, other Partnership Plus Areas were considered but did not all have the potential level of partnership support that will be required to make the initiative a success.

Reason/s for Recommendations

19. The initial pilot is seen as being highly successful, having a significant impact on the young people from the participating schools as well as on the parents and relatives who were also involved. The evaluation of the work will focus on measuring the community benefits of the approach and offers a unique opportunity for the County Council to be fully engaged with a ground breaking approach.

Statutory and Policy Implications

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

Recommendation

- 1) It is recommended that the Committee recognise the success to date of the Project and continue to support its development and possible extension to other Partnership Plus areas.

MARTIN DONE

Service Director, Communications and Marketing (0115 9772026)

For any enquiries about this report please contact:

Chris Walker, Temporary Group Manager, Safer and Engaged Communities (0115 9772460); Andy Peacock, Community Safety Officer (0115 9774893).

Constitutional Comments

21. The Community Safety Committee has delegated responsibility in relation to community safety. Therefore, the recommendations in the report fall within the remit of the Committee.

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.

DVD of the “I Belong You Belong” Pilot Project

Electoral Division(s) and Member(s) Affected

Ravensdale

Worksop North

23 April 2013**Agenda Item: 5****REPORT OF SERVICE DIRECTOR,
POLICY, PLANNING AND CORPORATE SERVICES****COMMUNITY SAFETY FUNDING****Purpose of the Report**

1. To seek approval for the County Council's Community Safety Team to manage, on behalf of Safer Nottinghamshire Board (SNB), the spend of £1.3M of the Police and Crime Commissioner's funding for community safety work in the County.

Information and Advice**Police and Crime Commissioner Funding**

- 2.1 In May 2011 the SNB established a small commissioning group to decide how funding allocated to the partnership from the Home Office, in the form of Community Safety Grant, and the County Council, from the community safety budget, should be spent. As part of this decision the SNB established the principle that the funds available to the county wide partnership should be split on a 70:30 basis between each of the district level Community Safety Partnerships (CSP) and county wide priorities and commissioned through the SNB commissioning group. The CSP funds (a total of £414,000) are allocated equally between the fifteen Partnership Plus Areas identified through the county Strategic Assessment and managed locally by each CSP.
- 2.2 A commissioning framework was agreed for the remaining 30% which recommended allocating resources to areas of community safety concern that presented both high risk and, if not addressed, could result in serious harm.
- 2.3 From April 2013/14 the Home Office funding transferred to Nottinghamshire's Police and Crime Commissioner (PCC). The PCC has been supportive of the current SNB approach to funding local and countywide initiatives, to the extent that the budget for this activity in 2013/14 remains the same as for 2012/13. The split between funding for Partnership Plus Areas and countywide initiatives will also remain the same at 70:30, with the countywide work being led by the SNB thematic delivery groups.
- 2.4 In addition to funding for community safety work outlined above, a number of areas have been ring-fenced by the PCC for ongoing support in 2013/14. They are:

- Drug Intervention Programme (£633,000)
- Positive Futures (£69,000)
- Youth Justice Grant (£156,000)

Funding for these areas will also be managed through the Community Safety Team.

Proposed commissioning priorities 2013/14

- 3.1 The SNB Performance Group has reviewed the evidence to support the SNB priorities identified in the 2013/14 Strategic Assessment. One gap identified by the Performance Group is the lack of funding to support initiatives within each of the priority themes. The commissioning approach adopted over the last two years has looked at risk and impact, rather than directing specific resources to each theme area. This lack of dedicated funding was felt by the performance group to have held back the development of interventions in some theme areas.
- 3.2 Mainstream resources currently fund activity in some of the theme areas to a greater extent than others. In particular antisocial behaviour, which is at the centre of many of the local Partnership Plus Area (PPA) action plans and benefit from both direct police and local authority funding as well as the PPA allocation. Tackling substance misuse also has access to considerable funding under the public health funding arrangements. Due to limited resources SNB decided not to allocate additional funding from the county-wide commissioning pot to either of these themes.
- 3.3 It is proposed that the 30% of SNB funding allocated to county-wide initiatives for 2013/14 (a total of £175,000) be divided equally between the five themes, with £35,000 going to each of the following:
 - Violent Crime
 - Hate Crime
 - Youth Issues
 - Reducing Re-offending
 - Domestic Violence.

Role of Community Safety Team

4. The Community Safety Team will take the key role of programme managing the process on behalf of the PCC for 2013/14. This will involve ensuring that payments are made to partners at the appropriate time and that quarterly reports are completed for the PCC. The PCC has included a management cost for this work to be undertaken within the overall funding package.

Other Options Considered

5. The Office of the PCC considered a number of options regarding the management of the funding that transferred in April 2013, including commissioning services from within the Office itself, but for 2013/14 decided that it would be appropriate for the existing arrangements through SNB and the County Council to continue, thus providing a cost effective and accountable means of managing the process on behalf of the PCC.

Statutory and Policy Implications

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

safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Recommendation

It is recommended that:

- i) the allocation of the Police and Crime Commissioner funding of £1.3M to the Safer Nottinghamshire Board for county community safety initiatives for 2013/14 be noted
- ii) approval is given for the Community Safety Team of the County Council to take responsibility for managing the programme and its associated spend on behalf of the Safer Nottinghamshire Board

MARTIN DONE

Service Director, Policy, Planning and Corporate Services

For any enquiries about this report please contact: Chris Walker, Temporary Group Manager, Safer and Engaged Communities, x 72460 or Tony Shardlow, Community Safety Officer, Safer and Engaged Communities x 73846.

Constitutional Comments (SG 09/04/2013)

7. The Committee is the appropriate body to decide the issues set out in this Report. The Committee has responsibility for community safety under its Terms of Reference.

Financial Comments (SEM 10/04/13)

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

Background Papers

SNB report 15th February 2013 : "SNB Commissioning/Funding Priorities"

Electoral Division(s) and Member(s) Affected

All.



23 April 2013

Agenda Item: 6

**REPORT OF SERVICE DIRECTOR,
POLICY, PLANNING AND CORPORATE SERVICES**

COMMUNITY SAFETY UPDATE

Purpose of the Report

1. The purpose of this report is to inform members of recent community safety activities undertaken by the Community Safety Team.

Information and Advice

Crime and Antisocial Behaviour

2. Development of Alcohol and Substance Misuse implementation plans across the county focus on reducing the harm caused by alcohol and substance misuse. These implementation plans will develop specific actions in tackling binge drinking, alcohol fuelled crime, violence and anti social behaviour.
3. The Community Safety Team has been heavily involved in the following initiatives, which have recently been commended by the National Crimebeat Awards 2012/13. Sponsored by the High Sheriff's Association of England and Wales the initiatives are:
 - I Pledge to Keep on Track (working with the National Centre for Citizenship and Law, Experian and the Police to reduce anti social behaviour and promote good citizenship)
 - In Our Hands Project (working with the Holocaust Centre at Laxton, Mansfield and Bassetlaw District Councils to reduce hate crime and improve community cohesion)
 - Ashfield schools participated in a Dragon's Den Style competition. Student teams (14yrs) invited to produce a lesson plan for delivery to younger students (10-11yrs) about cyber bullying and e-safety.

4. The I Pledge to Keep on Track Project also succeeded in being formally accredited by the LASER (Learning About Safety by Experiencing Risk) Alliance, which is part of RoSPA (Royal Society for the Prevention of Accidents).

Hate/Mate crime

5. The term 'Mate Crime' is used by some disability organisations to raise awareness. People with learning disabilities are often befriended by people who then exploit them by groups and individuals who pretend to be friends but who are really taking advantage of people.
6. The County Council is working with partners from Adult Safeguarding, Nottingham Trent University, Nottinghamshire Police, MENCAP and Nottingham City Housing to develop a range of training initiatives to tackle the growing problem of 'Mate Crime'. Working with a national learning disability charity Action for Real Change (ARC), partners are developing a training programme for use with schools, front line staff and bespoke groups of specialist staff who are in a position to tackle this aspect of disability hate crime.

Multi Agency Risk Assessment Conferences (MARAC) Steering Group

7. The Multi-Agency Risk Assessment Conference (MARAC) is part of a coordinated response to domestic abuse. Nottinghamshire's MARAC Steering Group meeting has been re-established to ensure the effective running of this multi-agency case management approach to high risk domestic violence cases. Areas for development include establishing 'single point of contact' arrangements within referring agencies to ensure that cases heard at the MARAC meetings are appropriate.

Domestic Violence Support Services.

8. Domestic violence support services have been successfully commissioned to two main providers covering the North and South parts of Nottinghamshire. This was in response to the Overview Committee Review of Domestic Violence 2011 and has improved quality and allowed partners to link more effectively with the specialist services.
9. Whilst the volume of domestic abuse reported to the police continues to be high, 95% of calls are first time reporters demonstrating success at reaching victims in need and resolving issues quickly in the vast majority of cases. The persistent problems experienced by repeat callers are of concern, and officers are working with the Police, Probation Service and the Community Safety Partnerships to strengthen the response to these victims and improve the management of known offenders.
10. There has been considerable interest from the Nottinghamshire Health and Well-Being Board to develop services for adults and children affected by domestic violence. It is now clearly evidenced and recognised that early identification and support can reduce long term health costs and reduce crime. As Public Health is now part of the County Council there are opportunities for closer links

between community safety and health services. Evidence of this can be seen in Mansfield and Ashfield where approximately £89,000 has been agreed for support services for victims of domestic violence disclosing to GPs.

11. A new performance framework to measure the quality and impact of partnership responses to domestic violence is due to be published by the Safer Nottinghamshire Board in June 2013. This will go more deeply into the available data in order to measure the two contrasting objectives to:
 - Increase disclosure and reports to the Police of hidden crime and abuse
 - Reduce the overall volume and severity of domestic violence and abuse

District approaches to working with vulnerable people and the role of NCC services.

12. Each district has established its own approach to working with people who are vulnerable to a number of issues including anti-social behaviour; hate crime and medium risk domestic violence. Since these arrangements were established there have been a number of developments at County Council level including the introduction of the Multi Agency Safeguarding Hub (MASH) and the Supporting Families initiative. The Community Safety Team are now undertaking development work to ensure that these services work effectively with the district arrangements to ensure a clear pathway for how we work together to support victims.

Smoke Alarms

13. County Council staff are helping older and disabled people to keep safe by checking their smoke alarms. With British Summertime beginning on 31st March, Nottinghamshire Fire and Rescue Service have been encouraging people to check their smoke alarm when they change their clocks. Staff from the meals at home team and home care service, who regularly visit older and disabled people, will now ask them if they want their smoke alarm testing. And if any vulnerable people do not have a smoke alarm, they will inform them how to get one fitted for free.

For more information about the Fire Service campaign visit: <http://www.notts-fire.gov.uk/2F1123C5E487401EA83302F9706C52FF.asp>

For information about free home safety checks: <http://www.notts-fire.gov.uk/F340B91E84024396956F429B5344DE4B.asp>

Statutory and Policy Implications

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

Recommendation

- 1) Members are asked to note this report

MARTIN DONE

Service Director, Communications and Marketing (0115 9772026)

For any enquiries about this report please contact:

Chris Walker, Temporary Group Manager, Safer and Engaged Communities (0115 9774331);

Yvette Armstrong, Community Safety Officer (0115 9773058).

Background Papers

Safer Nottinghamshire Board's County Strategic Assessment 2013

Electoral Division(s) and Member(s) Affected

All.

23rd April 2013**Agenda Item:7****REPORT OF THE SERVICE DIRECTOR PROMOTING INDEPENDENCE AND
PUBLIC PROTECTION****UPDATE ON KEY TRADING STANDARDS MATTERS****Purpose of the Report**

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

Information and Advice

2. **Matters arising from the previous meeting** – Consumers’ rights when buying goods online. On our website searching under “Trading Standards” and then “Consumer Advice”- “Problems with Goods” we have the following consumer information leaflets which give details in plain language about consumers’ statutory rights when buying online:
 - a) Buying goods: your rights.
 - b) Shopping at home: your guide to the Distance Selling Regulations.
 - c) Shopping on the Internet.
3. Refusal or revocation of explosives licences – As a licensing authority we can refuse or revoke a fireworks registration or licence if:
 - a) The premises is not suitable to store fireworks; or
 - b) The licensee or registered person has been proven to be “not a fit person” to store fireworks.
4. For the purposes of this legislation a person is “not a fit person” if there is evidence from their previous trading history to give us reasonable grounds to believe the person cannot be relied upon to store fireworks safely. Also relevant is whether they have sold unsafe fireworks or fireworks of the wrong classification (e.g. display fireworks to an ordinary customer). A person’s criminal record for other offences, not related to the safe storage of fireworks, is not deemed relevant to their fitness to hold a fireworks registration/licence under this legislation.
5. **Horse DNA in Meat Products** – Trading Standards Services across the Country continue to support the Food Standards Agency (FSA) in nationally co-ordinated action to tackle the issue. Our officers worked with County Council Procurement to look closely at the Council’s own approved suppliers. Samples were taken at a number of suppliers and came back negative for the presence of horse DNA. Procurement has been carrying out a detailed look

back at approved suppliers' traceability records to verify compliance with the requirements of the contracts. Trading Standards Officers also contacted Nottinghamshire's major manufacturers, packers and processors to confirm that their traceability systems were sufficient and that they had conducted any necessary testing.

6. Following on from their initial investigations the FSA asked this service, as part of the national work, to obtain samples for analysis from a variety of different types of premises. The FSA also requested enforcement authorities nationally to carry out inspections at any remaining cold stores and approved premises within their areas, which we have done working in partnership with Environmental Health colleagues in each of the District Councils. Of all the sample results received so far all have proved negative with regard to horse meat DNA.
7. **Food Standards Agency (FSA) Review of Official Food & Feed Controls** – this service took part in a FSA national consultation event at the end of February. The aim was to look at the issues local authorities face regarding official feed controls and to discuss the various options available to provide effective regulatory controls in future. One of the main recommendations appears to be leaning very much towards some sort of regional delivery through centres of excellence. Through the work that this service has been doing over recent years and its move towards up-skilling more of its officers, we feel that Nottinghamshire Trading Standards will be in a strong position to put in a bid to carry out this work.
8. One area that the FSA are looking at is some form of “Earned Recognition” for the industry. This would probably be in the form of an assured scheme of some sort. The aim would be to reduce the burden on business of regulatory inspections by businesses demonstrating compliance through the assured scheme. In addition, the FSA are looking at revising the Code of Practice on official feed controls so that it is more flexible and therefore more able to adapt to market changes.
9. **Animal By Products Controls** - “Animal by-products” are defined as “entire bodies or parts of animals, products of animal origin, or other products obtained from animals that are not intended for human consumption”. The Service enforces legislation to ensure that animal by-products are collected, identified and disposed of in the correct manner without undue delay, in order to prevent risks arising to public health and animal disease.
10. One of the methods of disposing of such material is through approved premises such as renderers. Officers have recently worked in partnership with colleagues from the Animal Health and Veterinary Laboratories Agency to resolve non-compliances at a local rendering plant. The result of this work is that the plant is now fully compliant with animal by-products legislation with the plant operators committed to continually improve their processes.
11. **Illegal Money Lending – Police training.** Following on from the illegal money lending awareness training delivered to other agencies, as part of November's month of action, we are now arranging for Nottinghamshire police colleagues to receive training from the national Illegal Money Lending Unit. This has come about following the excellent feedback from police colleagues who attended the earlier training. There has been a 67% increase in illegal money lending intelligence received since the training in November.

12. **Consumer Credit regulation regime changes – Government consultation.** On 6 March 2013 the Government published a consultation document setting out its proposals for transferring responsibility for consumer credit regulation from the Office of Fair Trading (OFT) to the Financial Conduct Authority (FCA). The closing date for responses to their document is 1 May 2013. The transfer of consumer credit regulation from the OFT to the FCA will take place on 1 April 2014. The consultation is high level relating to the framework for the new regime. There will be a further consultation later in the year on its detailed design.
13. **Pay Day Lenders- Office of Fair Trading action -** In early March the Office of Fair Trading (OFT) announced that they were to take action against Payday Lenders, with the possibility that the lenders will lose their licences if they do not improve practices. Particular areas of non-compliance included lenders:
- failing to conduct adequate assessments of affordability before lending or before rolling over loans
 - failing to explain adequately how payments will be collected
 - using aggressive debt collection practices
 - not treating borrowers in financial difficulty with forbearance.
14. Later in March the OFT announced that a Payday Lender, MCO Capital Limited, had had its consumer credit licence revoked. Last year Nottinghamshire County Council's Trading Standards Services were paid by the OFT to audit a local pay day lender as part of their national survey. We will continue to support the OFT to address this issue over the coming months.
15. **Environmental Weight Restrictions and Lorry Watch –** Between December and March 12 enforcement exercises have been carried out with 77 vehicles observed as being potentially in breach of the restrictions. Of these, 19 have proved to have legitimate reasons to be in the restrictions, 35 have been received formal warnings and the remainder are still under investigation. There have not been any repeat offenders observed in any of the areas.
16. The Community Lorry Watch (CLW) schemes in Tollerton and Cromwell have been officially launched and another in Hickling is due for launch imminently. The local communities within the CLWs continue to supply the Service with observation reports which are used as intelligence to direct enforcement exercises. All vehicles in the reports are followed up to see whether or not they are potentially in breach of the restriction. If they are we contact the owners to say that they have been observed and to advise them that unless they have legitimate reasons to be in the area then they must desist from using the route. Recent reports from members of the community in Hickling have identified 3 companies that still appear to be using the restriction since its introduction. Trading Standards is liaising with these companies to explain that they need to find an alternative route.
17. **Safeguarding Vulnerable People –** the Service continues its work to safeguard vulnerable residents. Recent examples include:
- Trading Standards recently stepped in to assist an 86 year old man who had been cold called and persuaded to pay £17,000 for two pink diamonds which he had never received. Following the intervention of this Service the vulnerable resident has now received a full refund.

- Officers intervened when a vulnerable consumer from the north of the County felt that he was doing the right thing by obtaining 3 quotes for solar panel installation. However, feeling under pressure and not reading the terms and conditions of the paperwork he unwittingly signed two contracts for £6,950 for the supply of the goods and was waiting for a visit from the third trader. The older man had initially reported that there were no cancellation rights. On inspection the officer discovered that the paperwork was compliant and contained cancellation notices. The officer was able to assist the vulnerable resident in cancelling the two contracts and gave further advice on his consumer rights.
- Officers have been working with social workers and a local building society manager to protect a vulnerable older woman who is being targeted and duped by multiple scam mailings. We have managed to reduce the number of scam mailings being sent to the address but have struggled to fully convince the resident that the glossy well worded letters are all scams. As the resident has been deemed to have mental “capacity” to manage her affairs there is a limit on the action we can take to protect her.

18. Tackling problem traders – a key Service priority is to tackle those traders causing the most detriment to Nottinghamshire residents. Recent examples include:

- We identified a Nottinghamshire based wall rendering company that had generated a high number of complaints in relation to poor workmanship, a failure to rectify faults/honour warranties and poor working practices. The total detriment associated with the 38 complaints (2011-12) is estimated to be in excess of £150,000. The company website also made several misleading statements and claimed to be endorsed by several trade bodies when this was not the case.
- Unfortunately, Nottinghamshire consumers had various issues with previous limited companies operated by the same director, making it difficult for the Service to address their individual complaints. Our officers intervened to work with the company’s director to correct his poor trading practices and to refund monies outstanding to some customers. The company director signed an informal undertaking under the Enterprise Act to improve his trading practices. The undertaking applies to any future companies he is involved with. We have had no complaints in the last 6 months about the new companies set up by the director and will continue to monitor the director’s activities in future.
- Officers investigated a Nottinghamshire based trader who deals in second hand car parts both from trade premises and also over the internet. Numerous complaints were reported in respect of failing to observe cancellation rights and to remedy complaints about faulty goods. Refunds were not being given when required.
- Officers checked the trader’s terms and conditions and gave advice regarding relevant legislation and improving the business’s complaint resolution procedures. Since our intervention complaints have been substantially reduced and the trader appears to now be operating legally and fairly.

19. **Age Restricted Products – Code of Practice.** In February the Better Regulation Delivery Office (BRDO) published a Code of Practice for Regulatory Delivery of Age Restricted Products and Services.
20. The document provides guidance on the way that age restricted product enforcement is conducted by requiring all resources to be prioritised based upon risk and directed on the basis of outcomes and impacts, with enforcers working with business to solve problems. The tactics used (such as test purchasing with young volunteers) to tackle problems should be justified based upon necessity and proportionality to the problem. This approach is likely to put an end to the sole use of test purchasing as the way to resolve all age restricted product issues, regardless of the problem and risk the product being sold presents.
21. The problem solving approach adopted by the Service has seen a shift in tactic away from the 'one size fits all' large scale test purchasing based approach and means that the service already meets the principals of the Code in relation to the approach we take. Some minor new procedural requirements for particular tactics within the code are being put in place and an internal audit is being undertaken to confirm we are as transparent to businesses regarding what we do as the code requires us to be.
22. **Age Restricted Products – Primary Authority.** The national Primary Authority scheme currently doesn't cover age restricted alcohol enforcement. Nottinghamshire Trading Standards was one of 6 authorities across England and Wales selected by the Better Regulation Delivery Office (BRDO) to take part in a 6 month study which ended in March 2013. Working with Nottinghamshire police we were asked to report on whether the Primary Authority scheme (i.e. one authority having a relationship with large businesses to provide advice on interpretation of complex legal requirements that cannot be ignored by other enforcers), provided any barriers to enforcement. Trading Standards will report that no barriers to expansion of Primary Authority to age restricted alcohol enforcement were encountered.
23. **Legal Action Update** – Jarvis Jenkins, who has previously been prosecuted by this service for offences under the Consumer Protection from Unfair Trading Regulations, appeared in court on the 15th March 2013 following a Proceeds of Crime investigation. He has been ordered to pay a total of £13,000 in compensation to those victims that were subject to the Trading Standards case. Mr Jarvis has 6 months to pay the compensation or may face a custodial sentence for failure to pay.
24. Lee James and Nicholas Densham were due to appear in the crown court for a hearing on the 10th April 2013. We are alleging that James had been changing customer's orders and sending out different specification steel beams to those ordered, for financial gain, assisted by Densham.
25. Carl Mould who has currently been to prison for breaches of the Enterprise Act and mis-selling mobility aids to older and vulnerable adults was due to be back in court on the 4th January 2013. Mr Mould did not attend court but later handed himself into police custody. Mr Mould is being charged with fraud offences and was sent to the crown court for the case to be dealt with. Mr Mould was remanded into custody until his hearing at the crown court, which had been adjourned until the 16th April 2013.

26. A farmer from Misterton Irvin Dunn and a neighbouring friend Charlotte Taylor were in court on the 15th of February 2013 for welfare issues around Mr Dunns pig holding, Ms Taylor was looking after the farm whilst Mr Dunn was on holiday making her a legal temporary keeper of the pigs. Both pleaded guilty to animal welfare offences, Taylor was given a conditional discharge and Dunn's sentencing was adjourned until the 18th of April 2013, so probation could provide a report to the court.
27. A Nottinghamshire based driveway trader was due to appear in Nottingham Magistrates court on the 8th April 2013. The trader has been summonsed with offences under the Consumer Protection from Unfair Trading Regulations. The trader had approached people in their homes and carried out poor quality work on their driveways. He had also been aggressive and intimidating with some of his customers.
28. There is still an outstanding arrest warrant for a Mr Hussain after he failed to attend court. He was found selling counterfeit DVDs on Hucknall market. He does have previous convictions for similar matters.

Statutory and Policy Implications

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

RECOMMENDATION/S

It is recommended that:

- 1) The Committee notes the contents of this report.

PAUL MCKAY

Service Director, Promoting Independence and Public Protection

For any enquiries about this report please contact:

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Background Papers

None

Electoral Division(s) and Member(s) Affected

All

23rd April 2013**Agenda Item: 8****REPORT OF THE SERVICE DIRECTOR FOR PROMOTING INDEPENDENCE
AND PUBLIC PROTECTION****WINTER WEATHER EMERGENCY PLANNING AND RESPONSE****Purpose of the Report**

1. The purpose of this report is to provide an overview of the emergency plans in place for responding to the impact of severe winter weather in Nottinghamshire, how these plans were used during the last winter and what lessons were learned from this for future incidents.

Information and AdviceIntroduction

2. The winter just past saw an exceptionally long period of low temperatures and numerous periods of significant snowfall across many parts of the UK. Overall, it was the coldest winter period since the early 1960s. Nottinghamshire did not experience the scale of snowfall seen in many other areas, but aspects of our emergency plans were utilised to cope with the worst effects of the prolonged winter.
3. In 2009, and again in 2010, severe winter weather caused disruption to communities and services in Nottinghamshire. National shortages of salt in the winter of 2009-2010 exacerbated this problem, and in reviewing this experience it was decided to produce a winter weather emergency plan for the County Council, to assist in providing a rapid and effective response to severe winter weather events in the future. This has been supplemented with the production of a specific '4x4 Vehicles Plan' to coordinate and priorities the use of this vital resource during snow and ice conditions.
4. These plans were revised last summer and autumn, and gained approval from the 'Risk, Safety and Emergency Management Board' (RSEMB). The 'Winter Weather Emergency Plan' was not required during the winter just passed, however the '4x4 Vehicles Plan' was. The possible need for emergency response was monitored continuously and reviewed through meetings of the RSEMB and by groups under the Local Resilience Forum (LRF).

Winter Weather Emergency Plan

5. The 'Winter Weather Plan' details the County Council's response to low temperatures and heavy snowfall; it does not address other severe weather events such as flooding or high winds, or incidents which may arise as a result of winter weather, such as disruption to utilities. The stated aim of the Plan is to facilitate and coordinate Nottinghamshire County

Council's assistance to Nottinghamshire communities during winter weather. To achieve this aim, the plan identifies the following objectives:

- To outline gritting routes, and the impact of salt conservation on communities.
 - Establish a flexible activation procedure to ensure a timely response to severe weather.
 - Outline the measures in place to ensure effective communications with communities, County Council staff, Elected Members, and partner organisations, prior to and during a severe winter weather event.
 - Document the system for recording school closures.
 - Detail arrangements for obtaining additional resources to help maintain critical services.
6. The plan includes sections on our access to weather forecasts, our salting routes and salt supplies, arrangements for schools, communications, resources, and the command, control and coordination of the County Council's response. The appendices to the plan include advice on clearing snow and ice, winter driving, risk assessments and Human Resources Guidelines. The plan links to the following NCC plans and LRF plans:
- NCC Highways Winter Service Operational Plan
 - NCC Major Emergency Plan
 - NCC Corporate and Departmental Business Continuity Plans
 - NCC County Emergency Centre Plan
 - NCC Elected Members' Plan
 - NCC Transport plan
 - NCC 4x4 Vehicles Plan
 - LRF Communicating with the Public Plan
 - LRF Community Resilience Plan
7. As previously reported to the committee, the RSEMB met for a routine meeting at the time when Met Office forecasts were providing detailed predictions of the likely extent of snowfall. On this occasion the Board was able to decide that normal business continuity measures and the use of the '4x4' plan was sufficient to cope with the anticipated impact of snowfall. Consequently, it was not necessary to activate the 'Winter Weather Plan' on this occasion.

4x4 Vehicle Plan

8. The RSEMB approved a revised '4x4 Vehicle Plan' in September 2012, and staff training on the plan followed in advance of the winter. The aim of this plan is to facilitate and coordinate Nottinghamshire County Council's deployment of 4x4 vehicles to critical services during an incident. To achieve this, the plan has the following objectives:
- To outline the critical services pre-identified who require 4x4 vehicles
 - To match donating services to requesting services
 - To outline how services activate the use of 4x4s in an incident
 - To outline staff 4x4 familiarisation sessions available through NCC departments.
 - To outline what 4x4's will not be used for.
 - To outline the use of the LRF Logistics cell to supplement 4x4 provision

9. The plan includes sections on sources of additional vehicles, prioritisation of vehicles, other transport available, and manager's responsibilities. The appendices to the plan include information on winter driving, training and logistics, plus checklists for vehicle handovers.
10. This plan was activated and used during the past winter, and a debriefing meeting involving interested parties was held on 19th February.

Snow Clearance Support

11. County Council Highways colleagues have their own operational plans and resources for snow clearance, and this is supplemented by a 'Memorandum of Understanding' with District and Borough Council's regarding their assistance in these operations. The expressed purpose of the memorandum is to formalise the arrangements for supporting Borough and District Councils to grit and clear snow from the Highway and to undertake gritting / snow clearance at strategically important off-highway locations. The agreement relates only to works undertaken with hand tools and pedestrian propelled gritters. The provision of grit is the only form of consideration the County Council makes to participating Borough and District Councils, no other form of payment is made. Appendices include a Schedule of priority locations. Assistance is also available from local Tarmac resources.
12. Highways colleagues also have a Snow Warden system in place. Wardens are appointed by parish councils and they receive training and basic equipment from the County Council. They are able to carry out basic snow clearance work within their community. They also act as a local contact point, providing current information on local conditions to Highways Area Offices. Highways offer Parish Councils 5 x 25kg bags or 1 ton bags of grit free each year, however very few take up this offer before the deadline.

Preparations for Winter

13. Staff training and exercises play a key party in our annual preparations for possible severe winter weather. Specific events include training on the '4x4 Plan' and a call-out exercise to test the activation of these arrangements. There is also training of additional critical service staff to drive 4x4 vehicles, plus recruitment and training of additional 4x4 owner drivers.

Lessons from Last Winter

14. Following the snow incidents of January 2013 a debriefing event was held for the services that used 4x4 to deliver critical services. Also, feedback was also taken from NCC staff owner drivers and Nottinghamshire 4x4 response team. Contributors were asked to identify the most challenging aspects, the most successful aspects and the lessons learned for future incidents. In doing so they considered topics including communications, access to vehicles, health and safety, and operational matters.
15. Many detailed observations were made, and from these the key conclusions included:
 - Closer linkage with the 'Meals at Home' service for joint working in the Mansfield area
 - Extra details to be added to arrangements for accessing vehicles
 - The use of purchase cards for obtaining fuel
 - The need to trust weather reports

16. In view of these findings, it has been suggested that services may benefit from producing their own action plans from the lesson learnt to take forward service-specific planning.
17. Outcomes from debriefing will be used to inform this year's review of the '4x4 Vehicle Plan' which is scheduled to go to the RSEMB for approval in September, in time for next winter.

Future Plans

18. The Emergency Planning Team will continue to maintain and develop the 'Winter Weather Emergency Plan', and a further revised and updated version will be in place before next winter. Topics for further planning including working with District and Borough Councils to assist them with arrangements they may wish to develop for community self-help schemes. It is hoped that this will include research around concerns that elderly residents are deterred from leaving their homes during icy weather if paths are not cleared to and from bus stops.

Statutory and Policy Implications

19. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are included in the report.

RECOMMENDATION/S

- 1) It is recommended that the contents of the report be noted.

PAUL MCKAY

Service Director, Promoting Independence and Public Protection

For any enquiries about this report please contact:

Robert Fisher

Group Manager, Emergency Management and Registration

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Electoral Division(s) and Member(s) Affected

All.

CS29

23rd April 2013**Agenda Item:9****REPORT OF THE SERVICE DIRECTOR FOR PROMOTING INDEPENDENCE
AND PUBLIC PROTECTION****UPDATE ON EMERGENCY MANAGEMENT AND REGISTRATION SERVICES****Purpose of the Report**

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

Information and Advice**Emergency Management**Safety of Sports Grounds

2. As the football season approaches its climax and the cricket season begins, the emergency planning team has been busy with work to support safety management across all of our local clubs. The most significant recent development has been the introduction of a new format, risk-based safety certificate for Trent Bridge Cricket Ground. This was introduced at the annual pre-season safety inspection of the ground, which took place on 26th March. The Safety Advisory Group was fully satisfied with the Operations Manual produced for the ground and commended the safety management approach taken by Nottinghamshire County Cricket Club.
3. Nottingham Forest Football Club has continued to maintain its own very high standards of safety management, and their recent good form on the pitch has raised the prospect of possible promotion to the Premiership. The Emergency Planning Team will work closely with the club to ensure safety arrangements are prepared for this.
4. It is pleasing to observe that Mansfield Town Football Club has also been performing impressively on and off the pitch, and the emergency planning team is working with them to ensure that they are prepared for their possible promotion back to the football league. Recent inspections have been positive and a further visit is planned for the final home fixture of the season. A possible issue regarding a suspected crack in the structure of the South Stand was found to have been in a section of fibreboard. This has been repaired by the club and checked by a County Council's structural engineer.
5. With regard to smaller football clubs around the County, it is pertinent to note that the current season has been particularly challenging. The emergency planning team has responded

constructively to requests for advice from Eastwood Town Football Club. The topics covered include provision for first aid room, exits, fencing and crush barriers. At Hucknall Town, the club has experienced difficulty in attracting volunteers to undertake responsible roles in the running of the club; and there has been a good deal of turmoil this season. A representative of the emergency planning team has met with management committee to ensure that they are all fully aware of their safety management responsibilities, and interim measures have been agreed to assist the club through to the end of the current season.

Summary of 2012 - 2013 Emergency Planning Performance

6. The overarching objective of the Emergency Planning Team is “To ensure continuity of resilience to emergencies affecting County Council business and Nottinghamshire communities”. During the 2012-2013 financial year the team continued to fulfil this role by 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 providing the LRF secretariat role and chairing sub groups including the Resilience Working Group. The team fulfilled the County Council’s commitment to the Service Level Agreement (SLA) with the District and Borough Councils, and provided a temporary extension to normal arrangements with Newark and Sherwood to cover for a vacancy.
7. County Council Emergency Plans and guidance updated this year included those for Emergency Accommodation, Winter Weather, Interruptions to Fuel Supply and the Loss of Utilities at County Hall. Plans updated in collaboration with LRF partners included those for Communicating with the public, Crisis Support and Humanitarian Assistance. Training events were delivered in support of key plans, and included Water Awareness events, training for Flood Wardens and for 4x4 drivers. An emergency planning training event for Voluntary Agencies was held in November, and the team participated in the delivery of the LRF’s regular programme of training events. ‘Exercise Raven’ validated the function of the Emergency Mortuary Co-ordinating Group (EMCG) within the LRF’s Emergency Mortuary Plan. Exercise ‘Plum’ (Pipe Line Under the Motorway) tested the Major Accident Hazard Pipelines Plan, which is a plan required under the Pipeline Safety Regulations. Exercise ‘Over and Out’ tested emergency plans for the DHL Supply Chain site in Harworth and the Misterton Petroleum Storage Depot. These are ‘top-tier’ sites under the COMAH (Control of Major Accident Hazards) Regulations.
8. The team contributed generally to Safety Advisory Group work for events throughout the year, and assisted during the summer with support to around eighty organisers of events to light beacons across the county celebrating the Queen’s Diamond Jubilee. Significant resources were invested in planning and preparations for events along the route of the Olympic Torch Relay through the County, particularly in chairing the ‘Safety Advisory Group’ for the event overall. This was in addition to the normal full programme of Safety Advisory Group meetings and inspections for the Designated Sports Grounds and regulated stands across the County. Match-day safety inspections were carried out as necessary including at Trent Bridge Cricket Ground for the Test Match between England and the West Indies, and during a One Day International with South Africa.
9. Incidents during the year were mainly weather-related. The summer was the wettest on record, leading to localised flood events. Significant flooding affected the County again in late November and in December. During these incidents, the emergency planning team operated from the Emergency Centre, working in support of the Risk, Safety and Emergency

Management Board, and maintaining close collaboration with colleagues from other involved agencies.

Registration and Celebratory Services

Summary of 2012 - 2013 Registration Service Performance

10. In the 2012 – 2013 financial year the Registration Service made further, very substantial progress toward its' overarching objective to become cost neutral by 2014 – 2015. From a 2010/2011 baseline of £428K, the service operated to a budget of £64K in the current year. This progress has been achieved primarily by increased ceremony income.
11. The following sections summarise key performance statistics for the year (as at 12th March).
12. The number of births registered (8,495) included a 5% reduction in the County, but still represented an overall increase of 4% due to the number of registrations on behalf of Nottingham City (up 30%). This indicates that the Service Level Agreement with Nottingham City is benefiting County residents who would otherwise have had to visit the city or registered by means of a declaration. 99% of Births were registered within 42 days, compared with the national standard of 98%.
13. The number of deaths registered (5,452) was down 3% when compared with the whole of 2011-2012. 83% of Births (excluding those involving inquests) were registered within 42 days. This figure is lower than the national standard of 95% due to a combination of factors outside the control of registrars. These include delays in hospitals issuing Medical Certificates of Cause of Death, problems with information from the coroner's office, and a County Council Information Technology incident towards the end of 2012, and running into 2013, that affecting registrars' access to the Registration Online system.
14. The number of Still Births register (30) was down 31% (20 this year compared with 29 last year). 100% of Still Births were registered within 42 days, compared with the national standard of 98%.
15. There was an overall 11% increase in ceremonies (mainly income generating). Civil Marriages increased by 10% (from 2271 to 2500) while Civil Partnerships increased 20% (from 56 to 67). Naming Ceremonies were up 24% (from 25 to 31) and Renewal of Vows were up by 57% increase (from 14 to 22). The number of Civil Funerals: decreased by 5 % (from 20 to 19) although these ceremonies are not been marketed vigorously while our registrars develop their experience of this most sensitive of services.
16. The total number of new citizens was 636, which is up 1% on last year, and the number of people choosing an (income generating) individual ceremony was up 9%. Group ceremonies were held at fortnightly intervals in Worksop, Mansfield, Newark and West Bridgford. Since October, ceremonies have included the attendance of a Deputy Lord Lieutenant, delivering a statement in support of the Chairman's address, and offering a welcome on behalf of Her Majesty the Queen.
17. The 'Celebrate in Nottinghamshire' brochure was produced at no cost to the service. The look and feel of the magazine reflects the style the service is aiming to achieve. Also, a

double-page article in the East Midland's 'Bride' magazine (in return for distribution of the magazine in registration offices in waiting rooms) has helped to promote the experience for our customers.

18. During the year, a dedicated specialist Training Officer resource was acquired to support maintenance and development of the service. Initial indications are that this is proving successful and beneficial, with highly complimentary feedback from staff attending the early courses.
19. A significant proportion of management capacity was occupied this year in planning for major office moves. The most prominent of these is the planned departure from Baldertongate to the Gilstrap Centre in Newark; a move that has now been approved by the Charity Commissioners.

Statutory and Policy Implications

20. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are included in the report.

RECOMMENDATION/S

- 1) It is recommended that the contents of the report be noted.

PAUL MCKAY

Service Director, Promoting Independence and Public Protection

For any enquiries about this report please contact:

Robert Fisher

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Electoral Division(s) and Member(s) Affected

All.

CS30

23 April 2013

Agenda Item:10

REPORT OF CORPORATE DIRECTOR, POLICY, PLANNING AND CORPORATE SERVICES

WORK PROGRAMME

Purpose of the Report

1. To consider the Committee's proposed work programme for 2013/14.

Information and Advice

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

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, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION/S

- 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: Democratic Services Officer -
Martin Gately
Tel: 0115 977 2826

Constitutional Comments (SLB)

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

Financial Comments (PS)

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

Background Papers

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

Electoral Division(s) and Member(s) Affected

All

COMMUNITY SAFETY COMMITTEE - WORK PROGRAMME

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>Lead Officer</u>	<u>Report Author</u>
23rd April 2013			
Update on key Trading Standards matters	Update on important developments in the Service	Paul McKay	Mark Walker
Update on Emergency Planning and Registration Services	Update report on key activities and events in Emergency Planning and Registration	Paul McKay	Rob Fisher
Update on Community Safety	Report outlining key issues for community safety in Nottinghamshire	Martin Done	Chris Walker
'In Our Hands' Holocaust Centre Project	Update report on the progress of the 'In Our Hands' Holocaust Centre Project	Martin Done	Chris Walker
Community Safety Funding	To seek approval regarding proposals for use of Community Safety Funding	Martin Done	Chris Walker
Winter Weather Update	Update report on winter weather – emergency planning and response	Paul McKay	Rob Fisher
June 2013			
Update on key Trading Standards matters	Update on important developments in the Service	Paul McKay	Mark Walker
Update on Emergency Planning and Registration Services	Update report on key activities and events in Emergency Planning and Registration	Paul McKay	Rob Fisher
Update on Community Safety	Report outlining key issues for community safety in Nottinghamshire	Martin Done	Chris Walker
Update on Medical Examiners	Update report on changes regarding Medical Examiners	Paul McKay	Rob Fisher
Update on RIPA	Quarterly update report on RIPA	Paul McKay	Mark Walker
Holocaust Centre Project	Update report on funding for the Holocaust Centre Project	Martin Done	Chris Walker

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>Lead Officer</u>	<u>Report Author</u>
July 2013			
Update on key Trading Standards matters	Update on important developments in the Service	Paul McKay	Mark Walker
Update on Emergency Planning and Registration Services	Update report on key activities and events in Emergency Planning and Registration	Paul McKay	Rob Fisher
Update on Community Safety	Report outlining key issues for community safety in Nottinghamshire	Martin Done	Chris Walker
September 2013			
Update on key Trading Standards matters	Update on important developments in the Service	Paul McKay	Mark Walker
Update on Emergency Planning and Registration Services	Update report on key activities and events in Emergency Planning and Registration	Paul McKay	Rob Fisher
Update on Community Safety	Report outlining key issues for community safety in Nottinghamshire	Martin Done	Chris Walker
Emergency Planning for Winter Weather	Update report on emergency planning for winter weather	Paul McKay	Rob Fisher
Update on RIPA	Quarterly update report on RIPA	Paul McKay	Mark Walker
November 2013			
Update on key Trading Standards matters	Update on important developments in the Service	Paul McKay	Mark Walker
Update on Emergency Planning and Registration Services	Update report on key activities and events in Emergency Planning and Registration	Paul McKay	Rob Fisher
Update on Community Safety	Report outlining key issues for community safety in Nottinghamshire	Martin Done	Chris Walker
December 2013			
Update on key Trading Standards matters	Update on important developments in the Service	Paul McKay	Mark Walker
Update on Emergency	Update report on key activities and events in	Paul McKay	Rob Fisher

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>Lead Officer</u>	<u>Report Author</u>
Planning and Registration Services	Emergency Planning and Registration		
Update on Community Safety	Report outlining key issues for community safety in Nottinghamshire	Martin Done	Chris Walker
Update on RIPA	Quarterly update report on RIPA	Paul McKay	Mark Walker
Registration Service Fees 2014-2015	Review of registration service fees for 2014-2015	Paul McKay	Rob Fisher
January 2014			
Update on key Trading Standards matters	Update on important developments in the Service	Paul McKay	Mark Walker
Update on Emergency Planning and Registration Services	Update report on key activities and events in Emergency Planning and Registration	Paul McKay	Rob Fisher
Update on Community Safety	Report outlining key issues for community safety in Nottinghamshire	Martin Done	Chris Walker
February 2014			
Review of Temporary Registrar Posts	Report reviewing the temporary registrar posts	Paul McKay	Rob Fisher
March 2014			
Update on RIPA	Quarterly update report on RIPA	Paul McKay	Mark Walker
December 2014			
Registration Service Fees 2015-2016	Review of registration service fees for 2015-2016	Paul McKay	Rob Fisher

